



**TRANE**

*It's Hard To Stop A Trane.*

# HBAL EDUCATION DEPT.

## 2011 CLASS SCHEDULE

*(Includes HBAL Education Department Rules & Regulations and Registration Form)*

Sponsored by:

**Boland  
Maloney  
Lumber**

### **\*Accounting**

**August 16th – (8:30 am – 11:30 am)**

*(3 hours HBAL, 0 hours IPL)*

Business Plan, Budgeting & Job Costing, Cash Flow Projections, Computer Orientation

Business Plan - How to develop financial projections on projects.

Budgeting - How to develop the ALL necessary budget with a discussion of Financial ratio analysis.

Job Costing - Did you make a profit on your last job? How do you know if you made a profit?

Cash Flow - Will the cash be there when you need it?

Computer Orientation - How the use of computerized reports will enhance your ability to control your company.

### **Advanced Estimating**

**March 24th – (8:30 am – 12:30 pm)**

*(4 hours HBAL, 4 hours IPL)*

Using formulas from foundation to finish when estimating a house. This seminar will bring together formulas needed to help you determine specific costs and material needs for building a new home.

### **Blueprint Reading**

**October 25th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course will cover symbols and abbreviations used, foundation plans, floor plans, elevations, wall sections and roof plan. Also plats, plot plans, and shop drawings will be covered. Calculator required.

### **CPR/First Aid/Bloodborne Pathogens**

**March 28th, April 25th, May 23rd, August 22nd,**

**September 26th, October 24th, November 28th**

**(7:30 am – 10:30 am)**

*(3 hours HBAL, 0 hours IPL, 3 hours safety training)*

The first aid training is good for three years. The CPR training is good for two years. The Bloodborne Pathogen course is being added with the other two courses.

**NOTE: Fee to attend this class is \$50.**

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

### **Construction Technology & Application**

**May 24th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL) (one time only)*

An introduction to basic residential framing techniques and proper application of common building materials. Current Code Book Required.

### **\*Customer Relations**

**September 20th – (1 pm - 3 pm)**

*(2 hours HBAL, 0 hours IPL)*

A review of the principles and practices of working with your customers. Preventing problems, handling orientations, inspections, call backs and warranty requests. Establishing a customer service program and review of the Registered Builder, Registered Remodeler and Associate Builder/Remodeler conciliation process.

### **Electrical – Low Voltage Systems**

**August 25th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

A brief course that will include knowledge that teaches how to deal with all integrated electrical systems within the home.

### **Electrical Codes**

**May 17th - (noon – 4 pm)**

*(4 hours HBAL, 4 hours IPL)*

A brief course that will include the latest Code updates relating to the electrical requirements in your new home. Dealing with contractors, inspectors and safety issues.

### **\*Estimating & Business Management**

**September 20th – (8:30 am – 12:30 pm)**

*(4 hours HBAL, 4 hours IPL)*

An introduction to the orderly collection of information needed and a systematic method for taking off quantities to develop an accurate forecast of construction cost. Understanding Overhead and Mark-Up, and a discussion of cost-containment strategies are also explained.

### **Estimating for Remodelers**

**November 8th – (1-3 pm)**

*(2 hours HBAL, 0 hours IPL)*

An introduction to estimating geared to the remodeling industry. Learn how to collect information and learn methods to give the best estimate for that remodeling job.

### **\*Finance**

**August 16th – (noon-2 pm)**

*(2 hours HBAL, 0 hours IPL)*

A review of what your lender will expect of you and what you should expect from your lender. The course is intended to give you the tools needed to help you in presenting your proposal to a lender in an organized manner with all your documents. It will also help you discover what you should expect of your lender.

## **Hardwood Flooring**

**May 17th – (10 am – 12 noon)**

*(2 hours HBAL, 2 hours IPL)*

Through this class, you will be able to understand the difference between “job-site” and pre-finished hardwood floors. Also obtain knowledge on moisture testing, special installations, radiant heat and how they may effect the installation of the flooring.

## **HVAC 101**

**May 17th (noon – 4 pm)**

*(4 hours HBAL, 4 hours IPL)*

A brief course that will include items builders NEED TO KNOW when it comes to working with their HVAC contractor and inspectors.

## **HVAC 201**

**August 25th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course will look at the HBAL house plans and review the duct design. It will touch on how the duct design can influence the framing of a house and/or its basement.

## **\*Insurance & Job Site Safety & Warranties**

**November 15th – (9-11 am)**

*(2 hours HBAL, 2 hours IPL)*

A study of the general insurance needs of the builder. This includes a discussion of the basic requirements for obtaining insurance, why you need to carry insurance and practical examples of how to lower your insurance expense.

## **Managing Moisture and Solving Water**

### **Intrusion Problems in Residential Construction**

**August 23rd – (1 pm – 4 pm)**

*(3 hours HBAL, 3 hours IPL)*

This class will outline: how moisture moves, bulk water leaks, site water drainage, building design defects, builder material installation defects, insulation defects, air infiltration and exfiltration, high interior moisture levels, factors affecting mold growth, integrating building products and systems, code compliance, building product installation requirements.

## **Metal Roofing**

**March 29th – (1-3 pm)**

*(2 hours HBAL, 2 hours IPL)*

A comprehensive overview of the options in today’s metal roofing systems, focusing on what contractors and designers need to know about metal roofing for their projects.

## **One Day Workshop**

**March 23rd - (9 am-3:30 pm)**

*(6 hours HBAL, 6 hours IPL)*

1. The Uncoupling Principle: A look at tile installations from the beginning of time to present day

2. Moisture Management in Tiled Showers: Importance of managing not only liquid water, but vapor as well

3. Building with light weight polystyrene panels that provide panels that provide the structure, substrate and bonded waterproofing

## **10 Hour OSHA Training**

**April 28th & April 29th – (12 noon – 5 pm both days)**

*(10 hours HBAL, 6 hours IPL)*

This two day class will introduce you to OSHA regulations, Safety Programs, Inspections, Citations and explain Multi-Employer Worksite Policies

**Cost of class: \$300 per student**

## **Permitting & Environmental Issues**

**November 8th – (9 am – 12 noon)**

*(3 hours HBAL, 3 hours IPL)*

An introduction to the Permit Process. You will also be exposed to your obligations regarding environmental protection, soil erosion control, and hazardous materials.

## **Plumbing 101**

**May 17th - (noon – 4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course walks through the plumbing in a house – discussion includes: prevention, trouble shooting and problem solving.

## **Plumbing 201**

**August 25th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course reviews plumbing in new construction and will review code changes, scheduling (who, when, why), and materials and installation.

## **\*Project Management**

**September 27th – (8:30 am – 12:30 pm)**

*(4 hours HBAL, 4 hours IPL)*

Define the basic steps a builder and/or his superintendent need to follow to successfully build their project in the most effective and efficient manner while maintaining the required level of quality.

## **Safety Training Courses**

*(2 hours HBAL, 2 hours IPL, 2 hours AGC safety training)*

**March 3rd – Accident Prevention and the Cost of Minor Injuries – 9 am**

**March 29th – Personal Protective Equipment/Ladder Safety – 9 am**

**April 19th – Fall Protection/Scaffolding – 9 am**

**April 26th - Accident Prevention and the Cost of Minor Injuries – 9 am**

**August 30th - Personal Protective Equipment/Ladder Safety – 9 am**

**September 13th - Fall Protection/Scaffolding – 9 am**

**October 4th – Electrical Safety/Power Tool Safety – 9 am**

**October 11th – Accident Prevention and the Cost of Minor Injuries – 9 am**

**October 18th - Personal Protective Equipment/Ladder Safety – 9 am**

**October 25th - Fall Protection/Scaffolding – 9 am**

**October 27th - Accident Prevention and the Cost of Minor Injuries – 9 am**

**Classes Off Site:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

**Site Planning along with  
MSD Certification Training \***

**March 22nd – (9-11 am) & August 23rd – (9-11 am)**

*(2 hours HBAL, 2 hours IPL)*

Introduction to three dimensional thinking with relation to site elevation and placement of a structure on the building pad.

\*Attendees can also obtain certification for MSD training if they choose to register prior to the class at [www.life-longlearning4u.com](http://www.life-longlearning4u.com) and choose the MSD – Homebuilder EPSC Training. The MSD training fee is currently \$75 and is paid when applicant registers on-line for the MSD class at the above web address. MSD certification is good for three years. Remember, attendee will still be charged the HBAL member cost of \$24 to attend this class even though payment was made for MSD training. Non-members will still be charged \$50 to attend this class even though payment was made for MSD training. \*NOTE: Attendees will not be able to obtain MSD certification for this class unless they register for the MSD training prior to the class at the web address listed above.

**Specification Writing**

**November 15th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course will familiarize the student with the method of how to take the Blueprint and put in written form, for a financial institution or potential client, the detailed material, room descriptions & allowances needed for building a spec house.

**\*Total Home Builder Framing Class**

**November 15th – (noon-4 pm)**

*(4 hours HBAL, 4 hours IPL)*

This course will be for builders wanting to learn more about framing and how to manage their framing contractors. It will help them get the best product for their money. It will also talk about all the latest trends in framing; panel & trusses, stick framing, Fisher-Sip panels and others.

**Truss Technology**

**May 24th – (10 am to 12 noon)**

*(2 hours HBAL, 2 hours IPL)*

Learn about key points to consider in the field inspection of trusses. Also includes an overview of truss terminology.

**\*Understanding Registered Builder  
& Remodeler Contracts & Warranties**

**September 27th – (1 pm - 4 pm)**

*(3 hours HBAL, 0 hours IPL)*

An introduction to contracts and documents related to HBAL Builders, Remodelers, Customers, Realtors, Subcontractors and Suppliers. And, a review of common legal problems and pitfalls occurring in residential construction and remodeling.

**Window Installation**

**March 24th – (1 pm – 3 pm)**

*(2 hours HBAL, 2 hours IPL)*

Learn proper techniques and applications when installing windows.

**\* Indicates required classes for Associate  
Builder/Remodelers approved after January 2000.**

# HBAL EDUCATION DEPT.

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**TRANE®**

*It's Hard To Stop A Trane.®*

**Boland  
Maloney  
Lumber**



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# HBAL EDUCATION DEPT.

## 2011 SCHEDULE BY MONTH

Sponsored by: **Boland Maloney Lumber**

**JANUARY 2011** NO CLASSES

**FEBRUARY 2011** NO CLASSES

**MARCH 2011**

3rd

**Safety Training – Accident Prevention and the Cost of Minor Injuries**

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

22nd

**Site Planning**

9 am - 11 am (2 hours HBAL, 2 hours IPL)

(along with possible MSD Training – see class description for details)

23rd

**One Day Workshop** (see class description for details)

9 am - 3:30 pm (6 hours HBAL, 6 hours IPL)

24th

**Advanced Estimating:**

**Using Formulas from Foundation to Finish**

8:30 am - 12:30 pm (4 hours HBAL, 4 hours IPL)

**Window Installation**

1 pm - 3 pm (2 hours HBAL, 2 hours IPL)

28th

**CPR/First Aid/Bloodborne Pathogens**

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

29th

**Safety Training – Personal Protective Equipment/Ladder Safety**

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

29th

**Metal Roofing**

1 pm - 3 pm (2 hours HBAL, 2 hours IPL)

**APRIL 2011**

19th

**Safety Training – Fall Protection/Scaffolding**

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

25th

**CPR/First Aid/Bloodborne Pathogens**

(Fee to attend this class is \$50)

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

26th

**Safety Training – Accident Prevention and the Cost of Minor Injuries**

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

28th & 29th

**OSHA Training**

Cost of class: \$300 per student

12 noon - 5 pm both days (10 hours HBAL, 6 hours IPL)

**MAY 2011**

17th

**Hardwood Flooring**

10 am - 12 noon (2 hours HBAL, 2 hours IPL)

**HVAC 101, Electrical Codes & Plumbing 101**

12 noon - 4 pm (4 hours HBAL, 4 hours IPL)

23rd

**CPR/First Aid/Bloodborne Pathogens**

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

24th

**Truss Technology**

10 am - 12 noon (2 hours HBAL/2 hours IPL)

**Construction Technology & Application**

12 noon - 4 pm (4 hours HBAL, 4 hours IPL)

Current Code Book Required

**JUNE 2011** NO CLASSES

**JULY 2011** NO CLASSES

## AUGUST 2011

16th

### Accounting

8:30 am - 11:30 am (3 hours HBAL, 0 hours IPL)

### Finance

12 noon - 2 pm (2 hours HBAL, 0 hours IPL)

22nd

### CPR/First Aid/Bloodborne Pathogens

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

23rd

### Site Planning

9 am -11 am (2 hours HBAL, 2 hours IPL)

(along with possible MSD Training – see class description for details)

### Managing Moisture and Solving Water Intrusion Problems

1 pm - 4 pm (3 hours HBAL, 3 hours IPL)

25th

### HVAC 201, Electrical Low Voltage Systems & Plumbing 201

12 noon - 4 pm (4 hours HBAL, 4 hours IPL)

30th

### Safety Training – Personal Protective Equipment/Ladder Safety

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

## SEPTEMBER 2011

13th

### Safety Training – Fall Protection/Scaffolding

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

20th

### Estimating & Business Management for Builders and Remodelers

8:30 am - 12:30 pm (4 hours HBAL, 4 hours IPL)

### Customer Relations

1 pm - 3 pm (2 hours HBAL, 0 hours IPL)

26th

### CPR/First Aid/Bloodborne Pathogens

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

27th

### Project Management

8:30 am - 12:30 pm (4 hours HBAL, 4 hours IPL)

### Understanding Registered Builder & Remodeler Contracts & Warranties

1 pm - 4 pm (3 hours HBAL, 0 hours IPL)

## OCTOBER 2011

4th

### Safety Training – Electrical Safety/Power Tool Safety

9:00-11 am (2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

11th

### Safety Training – Accident Prevention and the Cost of Minor Injuries

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

18th

### Safety Training – Personal Protective Equipment/Ladder Safety

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

24th

### CPR/First Aid/Bloodborne Pathogens

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

25th

### Safety Training – Fall Protection/Scaffolding

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

### Blueprint Reading

12 noon - 4 pm (4 hours HBAL, 4 hours IPL)

27th

### Safety Training – Accident Prevention and the Cost of Minor Injuries

9 am - 11 am

(2 hours HBAL/2 hours IPL/2 hours AGC safety training)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

## NOVEMBER 2011

8th

### Permitting & Environmental Issues

9 am – 12 noon (3 hours HBAL, 3 hours IPL)

### Estimating for Remodelers

1 pm – 3 pm (2 hours HBAL, 0 hours IPL)

15th

### Insurance, Job Site Safety & Warranties

9 am - 11am (2 hours HBAL, 2 hours IPL)

### Specification Writing and Total Home Builder Framing

12 noon - 4 pm (4 hours HBAL, 4 hours IPL)

28th

### CPR/First Aid/Bloodborne Pathogens

Fee to attend this class is \$50

7: 30 am - 10:30 am

(3 hours HBAL/3 hours safety training/0 hours IPL)

**Off Site Class:** Independent Electrical Contractors Association – 1810 Plantside Drive, 40299

### DATE TO BE ANNOUNCED

Six Hour Class to be held at The Trane Company, 12800 Plantside Dr.

## DECEMBER 2011

### DATE TO BE ANNOUNCED

Six Hour Class to be held at The Trane Company, 12800 Plantside Dr.



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# HBAL EDUCATION DEPT.

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## **Inspections, Permits & Licensing Credit Hours (IPL)**

Please note the HBAL Education Department Classes that have been approved by the Inspections, Permits & Licensing Office. Metro Government IPL does require anyone pulling permits to obtain 6 hours of approved courses each year.

## **RULES & REGULATIONS**

### **CREDITS:**

You **MUST** attend a class in its entirety in order to receive credit.

**NO ONE** will be allowed to sign-in for a class if more than 10 minutes late. This rule will be strictly enforced!

All classes on schedule apply to Home Builders Association of Louisville (HBAL) credits. Not all classes apply to the Inspections, Permits & Licensing (IPL) required credits. Associated General Contractors safety training classes (AGC).

### **CLASS DATES/TIMES:**

Please note that classes are **ONLY OFFERED ONE TIME PER YEAR.**

Class dates may change due to instructor availability.

Please note the time listed next to the class – times will vary.

### **CLASS LOCATION:**

All Classes are located at the HBAL Office Building at 1000 N. Hurstbourne Parkway unless otherwise noted.

**THE HBAL LOWER LEVEL IS NOT HANDICAP ACCESSIBLE.**

Registrants will be notified if any classes warrant off-site meeting rooms and location change.

### **COST PER HOUR:**

HBAL Members are charged \$12 per hour unless otherwise noted (see class schedule).

HBA Members outside the Louisville area are charged \$17 per hour unless otherwise noted (see class schedule).

Non-Members are charged \$25 per hour unless otherwise noted (see class schedule). Non-members are **ONLY** allowed to attend those classes that apply to the Inspections, Permits & Licensing required hours. **CLASSES MUST BE PREPAID BY NON-MEMBERS.** Anyone registered for classes will be billed for the entire class unless cancelled at least 24 hours in advance. Cancellations should be sent to the HBAL Office in writing via fax (429-6036), e-mail [margie@hbal.com](mailto:margie@hbal.com) or mail (1000 N. Hurstbourne Pkwy., Louisville, KY 40223).

### **REGISTRATION:**

Individuals **MUST** register for classes via registration form. The form must be faxed or mailed to the HBAL Office, Attention Margie Brangers. We will accept registrations via e-mail at – [margie@hbal.com](mailto:margie@hbal.com). No reservations will be taken by telephone. 24 hour written cancellation is required for a full refund.

### **ADDITIONAL CLASSES:**

There will be additional classes offered throughout the year. Please watch your mail or call the HBAL Office for more information. Occasionally mini-seminars will be offered prior to HBAL General Membership Meetings.

### **REQUIREMENTS:**

Some classes do require text books or other class materials. This is the student's expense. Please refer to class schedule. **NO PHONES OR PAGERS ALLOWED IN CLASS.** Extended cell phone use out of the class could result in loss of credit.



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## REGISTRATION AGREEMENT

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

I understand that I will be charged per hour for the classes I have registered for. I also understand the fee to be \$12 per hour for HBAL Members, \$17 per hour for members of other HBAs and \$25 per hour for \*\* non-HBA members, unless otherwise noted. Anyone registered for classes will be billed for the entire class unless cancelled in writing at least 24 hours in advance. I have read the HBAL Education Department Rules & Regulations and agree to them.

### **SIGNATURE REQUIRED**

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Classes/Dates Attending: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*\* NON-MEMBERS MUST PREPAY FOR ALL CLASSES.**

# **FAX TO: 429-6036**

\_\_\_\_\_ Bill my HBAL Account (for HBAL members ONLY) \_\_\_\_\_ Check enclosed

\_\_\_\_\_ MC/Visa: # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name as it appears on the credit card: \_\_\_\_\_

# HBAL EDUCATION DEPT.

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**Boland  
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# 2011 CLASS SCHEDULE

Homes Builders Association of Louisville  
1000 N. Hurstbourne Pkwy.  
Louisville, KY 40223

