

- **Lean Construction – Robert Warcup – 1.5 Hours – Pro**
  - The most common types of waste and their financial impact on companies.
  - Budgeting properly to account for or compensate waste.
  - Value Stream Mapping – Direct Costs Analysis
  - Ancillary effects to lean construction: improved profits, quality, and project efficiency.
  - Push / Pull Planning
  - Integrated Project Delivery / Target Value Design
  
- **OSHA / Pollution / Cyber Updates - Barb Shelton, JD Dawson, Heather Berry, Allen Woods – 1.5 Hours – Core**
  - OSHA 300 Changes To Electronic Reporting Requirements
  - Reporting Injuries free from Retaliation
  - Reasonable Drug Testing Policy
  - Understanding what the CGL covers
  - Cyber Related Risks for Contractors
  - Types of Pollution not covered under the CGL
  
- **Who Needs Builder’s Risk Insurance – Heather Berry, Ruth Gill – 1.5 Hours - Core**
  - Who needs Builder Risk Insurance?
  - Misconceptions regarding Builder Risk Insurance
  - Types of Builders Risk Policies Available
  - Who should purchase the Builder Risk Insurance? Owner or Builder
  
- **Building Positive Project Cultures – Sydne Jacques & Cheryl Wilde – 1.5 Hours - Pro**
  - Using culture to address the current workforce shortage.
  - 7 Steps for highly successful organizations
  - Creating a sound foundational structure
  - Managing internal and external relationships
  - Organizational Commitment / Consistency
  
- **Contractor Tax Planning – Byron Destigter, Steve Scoggan, Charlotte Petersen, Margaret Blackburn, Jeremy McAdams, Derek Evans, Tara Henne, Jeff Black – 1.5 Hours - Core**
  - Cash flow is vital to success and growth.
  - Discuss ways to accelerate cash receipts and delay disbursements.
  - Job costing is important to contractors to: prepare estimates, run and manage jobs, forecast jobs, and support for claims and change orders.
  - Review steps to manage job costs: obtain cost data, analyze data, formulate a plan of action, and execute plan.
  - Review Key Performance Indicators and discuss specific KPI’s relevant to contractors.

- **Strategic Business Planning & Execution – Russell Lookadoo – 1.5 Hours – Pro**
  - Participants will be prepared to develop Strategic Business Plan with a strong execution strategy for their small business, teaching them to overcome a reactive business and become a proactive successful enterprise
  - The session outlines the strategic small business planning and execution process:
  - Documenting a clear and specific vision for the business
  - Assessing the businesses strengths, weaknesses, opportunities and threats
  - Creating focus on one Widely Important Goal
  - Leveraging Lead Measures to achieve the Widely Important Goal
  - Engaging the company with a compelling Scoreboard
  - Changing behaviors through weekly commitments and teamwork Participants will learn through lecture and discussion and will be provided interactive worksheets to develop their strategic plan and executing process.
  
- **Engagement & Communication Training – Sydne Jacques, Cheryl Wilde - 1.5 Hours Pro**
  - Tips for better engagement through relationships
  - Job satisfaction
  - How to listen to your employees
  - Good listening habits (Or what a good listener does)
  - Asking Open Ended Questions
  - Asking Closed-Ended Questions
  - Clarifying Questions
  - Questioning Dont's
  - How to respond
  - Considering the generations of workers from Traditionalists/Veterans, Baby Boomers, Generation X, Generation Y/Millennial
  - Avoiding common triggers with each of these generations
  - Considering practical issues with the generations
  
- **Resolution of Disputes/Construction – Lynn Larsen - 1.5 Hours Core**
  - Optimizing the Resolution of Disputes briefly summarizes the available options (litigation, mediation, arbitration, and Dispute Resolution Boards (DRB's), considers typical contract disputes including actual examples, and concludes that only with DRB's is there likely to be winners, frequently win-win. In the other processes even the prevailing party never recovers all its losses. They are lose-lose processes.
  
- **FLSA and Unemployment Compliance, I9 – Allen Woods - 3 Hours Core**
  - History of Fair Labor Standards Act, Exempt vs. Non-Exempt, Minimum Wage Compliance, Overtime Compliance and Youth Employment, Record Keeping, History of Unemployment Insurance Act, Cost Control, Record Keeping and Enforcement, History of I-9, Completing I-9 Forms, Discrimination, Acceptable Documents

- **Protecting Your Money – Understanding Utah Mechanic's Lien and Payment Bond Statutes**  
**Jeff Handy, Jason Dutson, Andrew Berne, Josh Sundloff, Jeremy Reutzel – 1.5 Hours Core**

- What is a Mechanic's Lien?
- Why are they important?
- How do you preserve your lien rights?
- How do you claim a lien?
- When can you make a payment bond claim?
- How do you make a payment bond claim?
- What is Utah's Lien Recovery Fund and how does it work?

- **Managing Risk**  
**Heather Berry – 1.5 Hours Core**

- Understanding Liability
- How To Accomplish Risk Transfer
- General Liability Insurance
- Workers Compensation Insurance
- Insurance Coverage For Subcontractors
- Bonding