

Meeting Plan

Vortex Grit System Manufacturer Training Workshop

Project: Spring Street Sewage Treatment Plant Upgrades
Phase #1

Client: City of Klamath Falls

Training Date: **July 26, 2022 & July 27, 2022**

Training Time: 8:00 AM - 12:00 PM (each)

Location: Klamath Falls, Oregon

1.1 Objective

The objective of this training is to provide all plant personnel (Operations, Maintenance and Electrical) with the general knowledge to operate and maintain the equipment. Personnel will understand the functional and technical operation of the equipment, be able to troubleshoot, maintain and repair the equipment and adhere to recommended safety procedures.

1.2 Meeting Agenda – Day 1

Time	Description
8:00 – 9:00 AM	Vortex Grit Removal Mechanism & Grit Pump – Overview Presentation
9:00 – 10:00 AM	Vortex Grit Removal Mechanism – Field Functionality
10:00 – 10:15 AM	Vortex Grit Removal Mechanism – Preventative Maintenance
10:15 – 10:30 AM	Break
10:30 – 11:30 AM	Grit Pump – Field Functionality
11:30 – 11:45 AM	Grit Pump – Preventative Maintenance
11:45 AM – 12:00 PM	Question & Answer + Training Evaluation Form

1.3 Meeting Agenda – Day 2

Time	Description
8:00 – 9:00 AM	Control Panel – Overview Presentation
9:00 – 10:00 AM	Control Panel – Field Functionality
10:00 – 10:15 AM	Break
10:15 – 11:45 AM	Question & Answer
11:45 AM – 12:00 PM	Training Evaluation Form