



MOUNTRAIL COUNTY CDL TRAINING PROGRAM



My name is **Jana Hennessy**,
and I proudly serve the
public of **Mountrail County**
as the **County Engineer**, a
role I've held since 2013.

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MOUNTRAIL COUNTY CDL TRAINING PROGRAM



FORMAN / FMCSA
CERTIFIED CDL TRAINER
Nathan Story

NEW HIRE / CDL TRAINEE
Wyatt Hanson

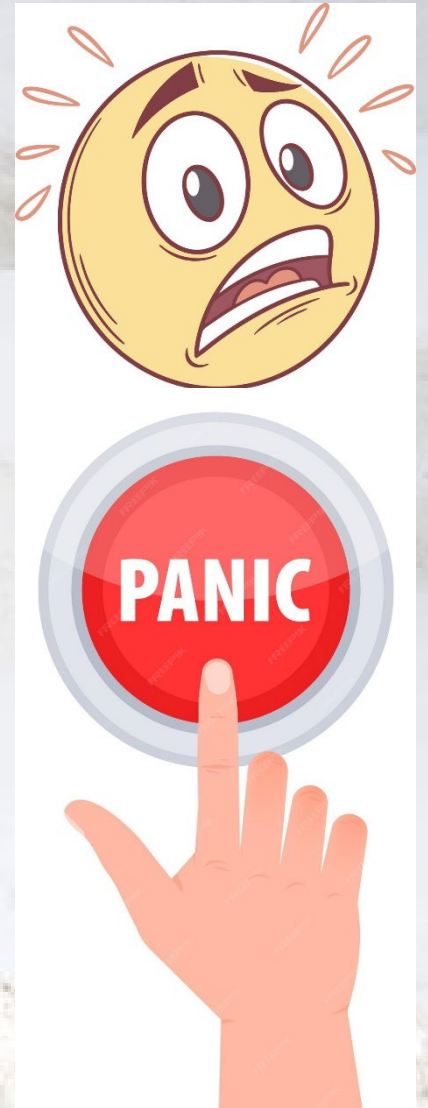
FEDERAL CDL REQUIREMENT CHANGES

- In **December 2016**, the Federal Motor Carrier Safety Administration (FMCSA) issued a final rule establishing **national minimum training standards** for new (entry-level) truck and bus drivers.
- These training requirements became mandatory on **February 7, 2022**.
- Training must be done through providers on the FMCSA's **Training Provider Registry (TPR)**.

Truck Driving School Program

Duration: 3+ weeks

Cost: \$6,000 – \$7,000





WHY IS CDL IMPORTANT

- **Fully Capable Employees**
Increases workforce flexibility – any employee can step into driving roles when needed
- **Independent Operations**
Graveling
Dust control application
Snow removal
Hauling material or equipment
- **Emergency Response**
During storm, floods, or accidents
- **Cost Efficiency**



OUR CDL TRAINING PROGRAM SETUP

1. Follow FMCSA Requirements

- Use the federal FMCSA Entry-Level Driver Training (ELDT) standards as the foundation.
- Ensure all curriculum elements meet federal standard.

2. Create FMCSA Training Provider Account

- Register the County as a Training Provider in the FMCSA Training Provider Registry (TPR).
- Set up administrator access for designated staff.

3. Self-Certify Trainers

- Identify qualified in-house personnel.
- Self-certify them in the TPR system as skills or theory instructors.
- Maintain proof of qualifications.

4. Complete Required Background Checks

- Conduct and document background checks for each trainer.
- Retain verification for compliance audits.

5. Document All Training Activities

- Keep records of curriculum, attendance, range/road skill evaluations, and test results.
- Maintain files in accordance with FMCSA standards.

6. Submit Completion Data to FMCSA

- Electronically submit student completion information to the TPR.
- Ensure data is timely and accurate to allow CDL testing.

EMPLOYEE ASSISTANCE LOAN AGREEMENT

EMPLOYEE ASSISTANCE LOAN AGREEMENT

AGREEMENT, Made this _____ day of _____, 20____, between Mountrail County, P.O. Box 69, Stanley, North Dakota 58784 (hereinafter "County") and _____, whose mailing address is _____, North Dakota (hereinafter "Employee").

WHEREAS, Employee is currently enrolled in an approved program for the following purpose:

Commercial Driver's License Program (CDL).

WHEREAS, County has agreed to enter into an agreement with Employee whereby County will provide Employee with an educational assistance loan in the amount of \$ 5,004.00 and to provide for a repayment program of said loan to the County based upon service to the County by the Employee in future years; and,

WHEREAS, such agreement will provide for repayment of the loan, in the event that Employee is terminated from his/her employment with the County or fails to continue his/her employment with the County for the term specified herein;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, the parties agree as follows:

1. County agrees to provide training in accordance with the US Department of Transportation's Federal Highway Administration's former office of Motor Carriers Model Curriculum, in the total amount of \$ 5,004.00.
2. Employee agrees to repay the loan according to the following:
 - a) Employee agrees payroll deduction of \$139 each month, with that being a post-tax deduction, at the start of the training, and will continue to do so for three years or 36 months. If the employee is in good standing for continuation of employment the employee will receive reimbursement of \$5,004.00 in the form of a warrant.
 - b) An employee who has accepted County paid CDL training, and who leaves employment of the County shall be responsible for repayment to the county based upon the following:

Program Cost = \$5,000
(\$139/month payroll
deduction over 36 months)

In 3 years, the employee
will receive \$5,000 back

CDL TRAINING PROGRAM



CDL TRAINING MATERIAL

J.J. Keller & Associates, Inc.

POWER POINT

CDL Class/Group	Description
Class A (Combination Vehicle) 	Any combination of vehicles with a GCWR of 26,001 pounds or more provided the GVWR of the vehicle(s) being towed is more than 10,000 pounds.
Class B (Heavy Straight Vehicle) 	Any single vehicle with a GVWR of 26,001 pounds or more, or any such vehicle towing a vehicle not over 10,000 pounds GVWR.
Class C (Small Vehicle) 	Any single vehicle, or combination of vehicles that doesn't meet the definition of Class A or Class B, but is: • Designed to transport 16 or more passengers (including the driver), or • Used in the transportation of hazardous materials

is groups). The classes are determined by the vehicle's gross vehicle weight rating (GVWR) or gross combination weight rating (GCWR). The c

QUIZ



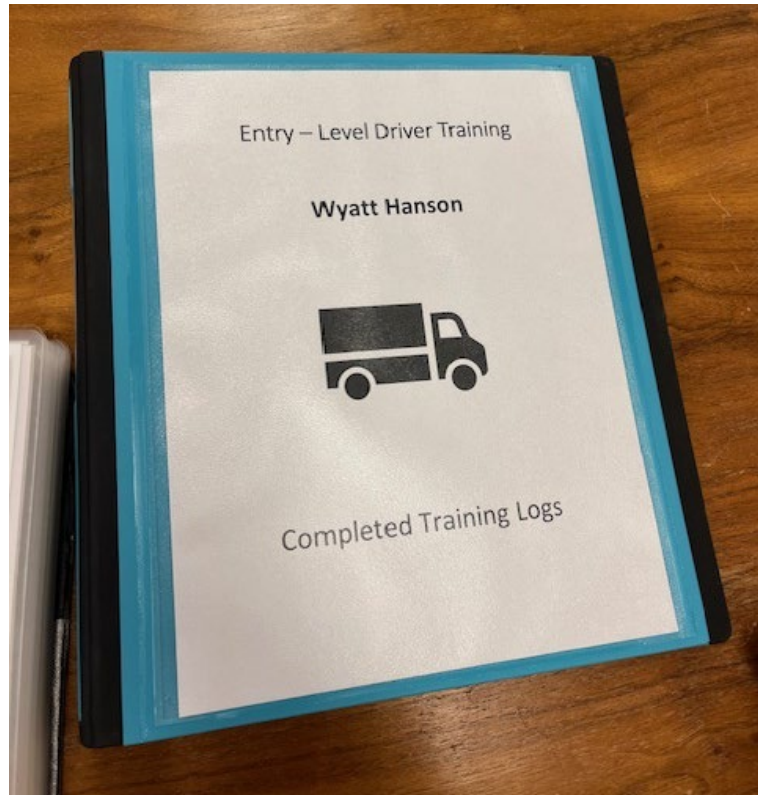
Chapter 1: Orientation Quiz

Name:		
Trainer's Name:		
Company/Division:		Date:

Directions: Read each statement carefully and mark the response that best answers the question.

- The trucking industry is subject to regulations from which of the following agencies?**
 - U.S. Department of Interior (DOI)
 - Bureau of Safety and Environmental Enforcement (BSEE)
 - Federal Motor Carrier Safety Administration (FMCSA)
 - Bureau of Transportation Statistics (BTS)
- The Federal Motor Carrier Safety Regulations (FMCSRs) establish basic safety rules and standards for:**
 - drivers and other employees of motor carriers.
 - motor carriers.
 - commercial motor vehicles (CMVs).
 - all of the above.
- In order to obtain your commercial driver's license (CDL,) you must first:**
 - obtain a commercial learner's permit (CLP)

CDL TRAINING MATERIAL



Driver Name: _____ Trainer Name: _____

Entry Level Driver Training Log
Mountrail County

Session	Date	Total Hours	Total Miles Driven	Check ONE			Topic
				Online Permit Training	Behind-The-Wheel (Parking Lot)	On-The-Road Training	
1	11-3-25	3		9am-12:30			Introduction
2	11-4-25	3.5		8am-11:30			6th Wheel Coupling, Hazards
3	11-5-25	5		8:30am-1:30			Skids, tie downs, Fire Extinguishers
4	11-6-25	5 1/2		7:30am-1:30			Drug Abuse End
5	11-17-25	5	10		10-12-1:30	2:30-3:30	Introduction to Driving
6							
7							
8							
9							
10							
11							
12							
13							
14							

ON-SITE TRAINING SETUP



TRAINING ON THE JOB



PROS OF AN IN-HOUSE CDL TRAINING PROGRAM

- On-the-job training
- No lost production time
- No up-front cost to employees
- Affordable payroll deduction
- County-led training = Quality & Consistency
- Reimbursement in 3 years
- Time to grow & appreciate the job
- High retention & workforce stability

CONS OF AN IN-HOUSE CDL TRAINING PROGRAM



- **Community Benefit — Even If They Leave**
Whether they remain here or move on to another county, city, or private employer, we still contribute trained, qualified CDL operators to serve North Dakota.

**YOU
ARE
AWESOME!**



