



Montana Environmental Training Center  
MSU-Northern  
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**Date:** December 18, 2017

**To:** Prospective Spring Water School Speakers

**From:** Barb Coffman, METC Director

**Subject:** **Presentation Request for the  
26<sup>th</sup> Billings Spring Water School and for the  
24<sup>th</sup> Kalispell Spring Water School  
for water and wastewater operators and managers**

It is time to swing in to full gear for planning the 2018 Spring Water Schools for Water & Wastewater Operators & Managers.

The Billings Spring Water school will be held 8:00 am Tuesday, March 6, 2018 through 12:00 pm Thursday, March 8, 2018 at the Billings City College Health Science Building, 3803 Central Avenue.

The Kalispell Spring Water School will be held 8:00 am Tuesday, March 27, 2018 through 12:00 pm Thursday, March 29, 2018 at the Flathead Valley Community College Arts and Technology Building, 777 Grand View Drive.

If you are interested in making a presentation at either or both Spring Water Schools, please complete the attached form and **return it to me no later than Friday, January 12, 2018**. Return either by email to [barbara.coffman@msun.edu](mailto:barbara.coffman@msun.edu) or by fax to 406-945-9215.

If you know of others who may be interested in speaking please pass this information along to them.



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## 2018 Spring Water Schools Presentation Proposal Form

### Speaker Information

**Speaker Name:** \_\_\_\_\_  
*First* *Last*

**Address:** \_\_\_\_\_  
*Street Address*

\_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *ZIP Code*

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Company/  
Organization:** \_\_\_\_\_

### Presentation Information

**Title:** \_\_\_\_\_

**Abstract:** \_\_\_\_\_

**Learning Objectives:** \_\_\_\_\_

**Audience:**  Water Operators  Wastewater Operators  Management  New Operators

**Length of Presentation:**  30 minutes  45 minutes  1 hour  Other \_\_\_\_\_

**Preferred Date of Presentation:**  Tues., March 6 Billings  Wed., March 7 Billings  Thurs., March 8 Billings  
 Tues., March 27 Kalispell  Wed., March 28 Kalispell  Thurs., March 29 Kalispell

### Equipment Needs

Each room is equipped with computer and projector. Please bring your presentation on a thumb drive.

Microphone  Speakers  Internet Access  White Board  Other: \_\_\_\_\_

**Please return to METC by email or fax no later than Friday, January 12, 2018.**