Professional Construction Estimators Association of America, Inc. (PCEA) was chartered in 1956 with 35 members from various construction disciplines in Charlotte, North Carolina. Some of the Charter members remain active today. During our early years, members rallied together to exchange ideas, promote educational endeavors and high ethical standards, while simultaneously developing new friendships. Under the leadership of Charlotte’s early presidents, the members set forth many goals to promote and support the industry while expanding the voluntary association. As a result of these efforts, a second chapter was formed during 1958 in Greensboro, North Carolina (now called the Triad Chapter). The Raleigh-Durham Chapter (now called the Triangle Chapter) followed behind in 1963. Subsequent chapters were formed in Virginia, North Carolina, South Carolina and Georgia and Florida. Vern W. "Bill" Helms of the Charlotte Chapter was elected as our first National President in May 1975 during the first annual convention at Myrtle Beach, South Carolina. Since then, PCEA has grown to almost 1,000 members with twelve chapters in five states. Current goals include active expansion to other market areas. PCEA members have always been active in the promotion of construction education for the betterment of the industry. Each chapter individually coordinates, develops and establishes programs to assist and enhance the educational endeavors in their community while pursuing the educational goals of membership. PCEA Chapters support educational programs ranging from, but not limited to, scholarships to local students, endowed scholarships at several Universities, providing construction instructors, purchasing equipment for use in technical training and introducing construction as a trade to "at risk" students.
Above are the Officers and Board Members working for you.

PCEA Triangle Chapter 3 Scholarships:

PCEA recognizes that one of the greatest problems facing our industry is a shortage of interested and well qualified employees at all levels. To that end, our mission is to extend Scholarships to persons interested in pursuing a career in the construction Industry.

The following Scholarships are funded by the PCEA Triangle Chapter fundraisers and events. (Please see a Faculty Representative at these schools to receive an application).

PCEA Member Dependent Scholarship
The PCEA Member Dependent Scholarship is available to immediate family members of PCEA members in good standing. The recipient of this Scholarship does not have to be pursing a degree in the Construction Industry.

Members Corner
If you, or you know of someone having personal or health issues please let me know, so their needs can be noted.

Please keep the following members in your thoughts and prayers;

- Our Soldiers and Sailors near and far
- Uncle Frank, Prostate Cancer, Dad Kidney & Lung Cancer.
New Member’s Corner
We are expecting several new members this month;
We need more new Members! Invite your colleagues, Customers and vendors to
join our group of professionals!

Help Wanted?
Do you need to add staff for your growing backlog?
Advertise !!!

Need help?
♦ Let our newsletter work for you.
♦ Know Someone that needs a job?
Get them noticed, Let's Help our Contractors fill those voids

Use the PCEA newsletter to advertise your needs.
Include Link to your Company Newsletter Per Year (12 Issues) $ 25.00
Let others know about the successes your Company is Having. Attract the right people to join your firm.
Help Wanted Adds 1/2 Page “Help wanted Adds” (Per Issue) $ 00.00 For Member Firms
For our Local Triangle Chapter of the PCEA to grow and flourish we need to continue to bring in new members. The very best way to grow our membership is through the word of mouth of an active membership.

Since our founding in 1956, the PCEA has had but one goal to raise the professionalism and competence of our membership in support of the Construction Industry.

We do this in several ways.
I. By providing educational opportunities for our members.
II. Offering online accredited training at a reduced cost to our members.
III. Monthly presentations, during our monthly meetings, by professionals who have support roles for the Construction Industry or professionals who have interesting subject matter relevant to current events.
IV. Monthly News Letter that provides construction related articles, amusing factoids, and a format that allow for promoting Construction Businesses through paid advertising.
V. Member Dependent College Scholarships Opportunity

We offer our support to you and your business, either through your membership or through our paid advertising. Either way you will gain access to our membership opportunities, or direct access to our members and readership throughout the southeastern United States.

Our Organization has Members and readership in North Carolina, Virginia, South Carolina, Georgia, and Florida.

We are hopeful that by reading this note and the attached copy of our most recent Triangle Chapter News Letter, that you would choose to join our organization as a paid member or at the very least, advertising your business, or employment needs in our monthly news letter.

Your paid membership or paid tax deductible advertising supports the local Triangle Chapter’s annual Scholarships and ongoing educational activities.

Full Page Advertisement Free for Firm making a presentation for the monthly meeting
Full Page Advertisement Free with Paid New Membership.

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Technology is on the rise in the construction industry, with an increasing number of construction companies deploying an array of leading-edge technologies across the project lifecycle. While traditional construction software has failed to solve construction’s productivity problem, mobile technology solves the two primary pain points driving digital transformation in the construction industry. Mobile construction apps not only reduce risk and help construction professionals maintain their bottom line, but also help teams communicate and share documents both in the field and office.

- The high return on investment construction professionals can expect from mobile technology
- How to craft a strategy to increase technology adoption within your organization
- How to determine the ROI from your investment in mobile construction apps
New Employee? How to get him to Fit in, How to Retain Them

We’ve talked a lot about finding new employees, let’s talk about how to retain what we have. You’ve found the perfect New Hire, Presents himself well, well trained and more than capable of doing a great job. How do you make that person part of the Team? How do you introduce him to his new co-workers.

How you do this will determine if he and she stays.

Imagine what your company could accomplish if you were certain your new hires felt completely prepared and settled in before embarking on that next sales goal, market expansion, or another big organizational initiative. You’d have fewer screw-ups and preventable mistakes. You’d treat your customers better. Your employees would be more focused on the opportunities and icebergs ahead, rather than on finding their bearings. You could quickly change course without throwing everyone off.

And perhaps most important, fewer people would jump ship. Why? Because you’re less likely to abandon an employer when you believe in their leadership ability; when you’re confident they’re taking you where you want to go—and they know the way there.

Unfortunately, many a new hire never hears “all aboard.” They never receive a clear indication of where their company is headed or what their role will entail. Instead, the ship just kind of starts moving—and the new employee doesn’t realize what has happened until they’re lost at sea.

All turn-of-the-century drama aside, inadequate and inconsistent onboarding procedures have a real financial impact on employers. Consider the following realities around onboarding and the costs associated with finding and retaining new hires:

From “all aboard!” to “huh?”—poor onboarding procedures have a real financial impact on employers. Here’s what you lose when new hires feel unprepared.

Studies Show:
It takes an average of about 8 months for a new employee to start producing at their maximum capacity. Approximately one-third (33%) of new hires look for a new job within the first six months, and about one-quarter (23%) leave before a year on the job.

To replace an employee, an employer will need to spend an average of 16–20% of that employee’s salary. The total cost of turnover per employee typically ranges from 100–300% of the individual’s salary.

Yikes. Now, look at few statistics about companies that take measures to prevent new hires from jumping ship:

69% of employees who undergo effective onboarding are more likely to stay with an employer for at least 3 years, and 58% are more likely to stay on for more than 3 years. Organizations that invest in effective onboarding retain 50% more of new hires than their competitors do.

The most successful companies are 35% more likely to initiate onboarding for a new hire before that person’s first day on the job. These companies are also more than twice as likely to check on their new hires’ progress during onboarding.

Standardized onboarding procedures lead to 50% greater productivity than non-standardized onboarding.
What do these companies do differently, and what does effective onboarding look like? I’m glad you asked.

Over the next few weeks, we’ll be taking a close look at how a standardized, automated onboarding program can steer your company in the right direction by improving employee retention and engagement. Stick with us to learn the “5 C’s” of onboarding, what your new hires need in terms of training and paperwork, how to communicate the big picture of your organization’s mission through leadership, and more.

If you’re ready to join us on this journey, say it with me:

All aboard!

Or is that “all onboard?”

To develop an effective onboarding program, you need to think beyond onboarding. Look at the lifecycle of an employee. It starts with recruiting, and then hiring, and then onboarding, and then training, and additional training, and then what I call the “care” and “feeding” of the employee. While they’re with the company, all the way up to when they leave that company—whether they leave in 1 year, 5 years, 20 years; or retire—whatever it happens to be, the best way to get better impact from any of those stages is to think of them as part of a cycle.

You could have a great onboarding program: Employees feel welcomed, needed and appreciated at the company the day they walk in. They understand how the business works. They’re given the perfect tour, they’re given the right training in their first 90 days to 6 months, they’re given the right assignments. They’re getting the right coaching and attention from their managers.

But if you haven’t paid attention during the recruiting and hiring process, you could be spending 90 days to 6 months putting all this time and energy into someone who should have never been hired in the first place—because your recruiting and hiring processes were lax and not robust enough to catch the signs that indicate the employee’s not a really good match. Many times, an issue doesn’t show up until someone’s on the job, because it wasn’t addressed during the hiring process.

Here’s another example: You could have the most outstanding onboarding process, but once the person has been on the job for 90 days to 6 months, and they have a terrible manager, or their assignments are not clear or inspiring at all, or they don’t understand the strategy of the company, it could break down.

It’s an ecosystem. Think about an employee’s lifecycle in biological terms: first, you have a little egg, then it turns into a fish. You have to look at that lifecycle and assess your organization against it: What does a good recruiting and hiring program look like, and what should the outputs be? What does a good onboarding program look like, and what should those outcomes be? What does a good management look like? What about the company should people know?

If you look at turnover trends over the last 20 years, one of the top reasons people leave a company is because they don’t like their manager. That really hasn’t changed. You need to determine the components of onboarding that work for your organization and have some proof of concept in other organizations—there’s a million books out there—and then see how that works with your organization, tweaking along the way.

It’s also important to note that a lot of companies don’t conduct any ongoing evaluations of their onboarding processes. They have all the bells and whistles, but 60 days later, they just think, “we checked the box—we on boarded that person,” as opposed to taking a little bit of time to go back and ask these employees: “What was good? What’s working? What were the gaps and how can we make it better next time?”
In the old days, before a ship or train would depart the dock or station, a conductor, captain, or some other official with a handlebar mustache would yell, “all aboard!” Apart from setting the scene for the beginning of a historical adventure or period romance, this actually served a purpose: it was a warning that all passengers better get their perfumed derrières in their seats, because the big thing was about to start moving.

Today’s employers could learn a lesson from the conductors and captains of yore. No, I’m not talking about growing a mustache. I’m talking about systematizing the onboarding process. By going over you Current policies page by page, are you assured that your new hire understands procedures in performing his/her job.

1. Kicking Things Off

First, consider your welcome message: How do you communicate your values and mission to employees? This kind of message can enliven a handbook. Things can get dry as you dive into paid time off discussions deep in your handbook. But here’s your chance to get people excited to be part of the team.

2. Next, Your At-Will Relationship

Stating your at-will relationship clarifies that the handbook is not an employment contract. Boiling it down, you’re saying here the employment relationship can be terminated by either party at any time for any reason with or without notice.

3. Equal Employment Opportunity

In accordance with the EEOC, make sure your handbook spells out that employees are to be treated equally regardless of: Race Color National origin Age Religion Sex Gender identity Sexual orientation Some states require employers to protect employees on the basis of other classes, like marital status, arrest records, or credit information. Make sure you’re clear on those and share the information with your employees in those states.

4. Conduct

General conduct guidelines are a list of discouraged behaviors. These vary between employers, although some items (e.g. sleeping on the job or stealing from the workplace) show up in nearly every handbook. Critical topics to cover in here are: Harassment Procedures for lodging complaints Corrective action (This is where we say what's going to happen if employees don't follow the policies in our handbook.)

5. Compensation

This section doesn’t tell employees how much they make, but it defines some important points under federal wage and hour law, as well state wage and hour law, like when our workweek starts and ends. You’ll also want to cover: Pay periods & paydays Time keeping Overtime Performance evaluations (if you conduct them)

6. Benefits & Leaves

We're going to have, of course, an entire section dedicated to benefits and leaves. This section gets referenced a lot over the course of a year. Here you’ll cover things like: Paid time off Leaves: sick, disability, jury, voting, bereavement State-specific leaves: Depending on where you operate, there could be between 2 and 15 specific state laws that you need to follow with respect to employment. Maybe even as many as 20 laws if you’re in California and are a larger employer. You’ll want these covered in your handbook. Health insurance COBRA Want to make this a handbook people reference all the time? Add in your company holidays and closures.
7. Health & Safety

This is another broad section. Aside from what Occupational Health and Safety laws and other regulations require, employers have room to be as strict as they want to be in terms of smoking, drugs, and alcohol. You’ll also want to touch on office closures for things like inclement weather. Explain what is expected of your employees should they be unable to get to work safely due to inclement weather such as snow or an ice storm.

8. Workplace Guidelines

This penultimate section is “kind of the catch-all.” It may include several miscellaneous policies, such as those related to: off-the-clock work Meal and rest breaks (if specified by state law) Lactation accommodations Attendance and tardiness Personal appearance and hygiene

9. Wrapping It Up…

Electronic asset usage Social media, Parking

10. Separation

The final section in an employee handbook should delineate the boundary between employer and employee. It should cover resignations and terminations, as well as personal property versus company property. In other words, if the employee has personal items in the office, they should take it with them and if they have company property, they should return it.

A well drafted Company Policy is like a good fence in the neighborhood. It will not keep the neighbor from crossing the line, but he will know where the line is!
1. When you come to a fork in the road, take it.

2. You can observe a lot by just watching.

3. It ain’t over till it’s over.

4. It’s like déjà vu all over again.

5. No one goes there nowadays, it’s too crowded.

6. Baseball is 90% mental and the other half is physical.

7. A nickel ain’t worth a dime anymore.

8. Always go to other people’s funerals, otherwise they won’t come to yours.

9. We made too many wrong mistakes.

10. Congratulations. I knew the record would stand until it was broken.

11. You better cut the pizza in four pieces because I’m not hungry enough to eat six.

12. You wouldn’t have won if we’d beaten you.

13. I usually take a two-hour nap from one to four.


15. Slump? I ain’t in no slump… I just ain’t hitting.

16. How can you think and hit at the same time?

17. The future ain’t what it used to be.

18. I tell the kids, somebody’s gotta win, somebody’s gotta lose. Just don’t fight about it. Just try to get better.

19. It gets late early out here.

20. If the people don’t want to come out to the ballpark, nobody’s going to stop them.

21. We have deep depth.

22. Pair up in threes.

23. Why buy good luggage, you only use it when you travel.

24. You’ve got to be very careful if you don’t know where you are going, because you might not get there.

25. All pitchers are liars or crybabies.
Toolbox Talks for OSHA Safety and Health

Toolbox talks are an easy way for foremen and supervisors to supplement the OSHA training efforts of their company or organization, and to keep safety front and center in their workers' minds. These short pre-written safety meetings are designed to heighten employee awareness of workplace hazards and OSHA regulations. They are not intended to take the place of formal OSHA safety training for workers, but to supplement it.

Here are a few tips to keep in mind when conducting a toolbox talk for your workers:

- Read the toolbox talk to yourself a couple of times before you hold the actual meeting with workers. That way you will be more familiar with the content to be covered and therefore less apt to stumble while reading to the group.
- Try to hold the toolbox talk in an area that is free of noise and other distractions. If the workers cannot hear you talking, or are distracted by other activities in the area, they won't be focusing on your talk.
- Speak clearly and directly. Mumbling or reading too fast makes it difficult for the workers to understand you. Just take a deep breath, and then speak clearly and at a natural pace.
- Use a prop when possible to help you keep the workers attention. If you are giving a toolbox talk on setting up a portable step ladder, have one set up nearby so you can point out things as you read the toolbox talk. To really drive home a point, have an unlabeled container you found on the jobsite available when giving a toolbox talk on OSHA's hazard communication standards about labeling requirements.
- Always give workers an opportunity to ask questions at the end of the toolbox talk. Don't make snide remarks to employees who do ask a question, as this will discouraging others from asking questions later.
- Always document your toolbox talks. Even if certain OSHA standards do not require documentation of safety training, it can't hurt to have the information about the topic, the trainer, the date, and names of the workers on file.
- Last but not least, practice what you preach. Nothing makes a trainer lose credibility faster than to have a worker see them doing something that violates the safety precautions that were covered in a previous toolbox talk. Always set a good example.

Free Toolbox Talks

The free toolbox talks provided below on this website are available for you to download and print at no cost for use within your company or organization. They are not to be used for commercial gain, nor can they be republished on any other website or in any document without our explicit permission.

A new toolbox talk will be published on this site each month. Each topic selected is generic enough to be applied to many different work environments (construction and general industry). While the information contained in each toolbox talk is believed to be accurate, remember that these toolbox talks are not intended to take the place of formal OSHA training, they are only intended to supplement the mandatory training and help maintain awareness.

You are responsible for checking the OSHA training requirements for construction and / or the general industry training requirements to determine the actual training that must be provided to your workers. OSHA Training Services Inc. cannot be held liable for the content in, or misuse of, these generic toolbox talks.

Note: Do you appreciate these free toolbox talks? If so, please help increase the visibility of this resource on the internet by clicking the Facebook "LIKE" button and/or the Google +1 button located at the bottom of this page. Thank you.
Event Calendar

- **June 14-2018 PCEA Social** Durham Bulls, enjoy an evening at the ballpark. June’s Meeting is going to be a Home Run for the Baseball Fan’s **Gwinnett Stripers at Durham Bulls** 7:05 PM Durham Bulls Athletic Park, drinks and hot dogs provided. Tickets are limited so please reserve your spot with RSVP.

  Come out and join your professional associates and significant other.

- **July 19-2018 Membership Meeting** to be held @ Casa Carbone. **Speaker of the month Is Mr George I. Dodson** / Technical Sales Representative Representing **LATICRETE International, Inc.**

- **August 16-2018 Membership Meeting** to be held @ Casa Carbone. **Speaker of the month Is Mr Joseph Stallings** Representing the Town of Garner. Joseph will be speaking about what it takes to bring in new Businesses into our area. How localities prepare for and accommodate their infrastructure and social needs as they enter the community.

- **September 20-2018 Membership Meeting** to be held @ Casa Carbone. **Speaker of the month to be announced**

- **October 5-2018 PCEA Sporting Clays at Drakes Landing,** **PCEA Fundraising Event** 3146 Chalybeate Springs Rd, Fuquay Varina, NC 27526

  This year promises to be the best outing yet!
July 19-2018 Membership Meeting to be held @ Casa Carbone. This Months Speaker Is Mr George I. Dodson / Technical Sales Representative Representing LATICRETE International, Inc.

Casa Carbone
6019-A Glenwood Ave
Oak Park Shopping Center
Raleigh, NC 27612-2601

Our Meeting starts with a pre-meeting social 18:30 -19:00 hrs. At 19:00 our meeting is called to order and you are introduced.
Network Distributors, Inc.
Commercial Lumber & Plywood Supply
Fire Retardant, Pressure Treated & Untreated
NETWORKLUMBER.COM
177 Lake Wheeler Road, Raleigh, NC 27603
919-832-4443 networklumber@bellsouth.net
126 American Way, Fletcher, NC 28732
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Respectfully,
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TAVonCannon@VSCFS.com

Advertise your business card on this page for $100 per year. Contact Thomas VonCannon for information.