

**Franklin County Career and Technology Center
FALL OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM**

PROGRAM AREA: CARPENTRY
MEETING DATE: 9/30/2021 START: 6:00 PM ADJOURN: 7:30
COMMITTEE CHAIRPERSON: Kathy Gress
COMMITTEE MEMBERS/GUESTS ATTENDING: Brian McKnew – Brim Builders Kathy Gress – Associated Builders and Contractors Bill Ramsey – Brechbill and Helman Construction
BRIEF MEETING SUMMARY: Members discussed roof covering outside at concrete practice area, an open-air classroom, concrete cutting equipment, and the long lead times and pricing of materials.
ADMINISTRATIVE RESPONSE: <ul style="list-style-type: none">• Admin will review the possibility of creating an outdoor classroom and whether it is currently feasible with inflated lumber prices. Will research with Washington County on what they did. We encourage Mr. Swan to pursue OSHA certification.

SECRETARY SIGNATURE

SECTION 1: APPROVAL OF MINUTES OF LAST MEETING

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Discussed lumber pricing. Even though it has gone down, it is not back to original levels and now other material prices are going on. Special order material is very difficult to obtain often taking months to acquire if it can even be had.
- Mr. Swan is scheduling his first of two required classes to obtain the OSHA trainer certification.
- iPads, concrete trowel machine, Siding shear, and bandsaw have all been approved and purchased.

SECTION 3: FACILITIES

FACILITIES REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The room provides the most advantageous use of space available	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Room lighting is adequate for the the health and safety of the students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The room/lab areas are clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Tools and equipment are arranged in an orderly and task-appropriate manner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The area has adequate storage facilities for permanent and consumable supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Emergency Cutoff (Panic) Stops/Buttons are in operating condition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Strategic floor areas are properly lined	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Strategic floor areas are free of obstructions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. There are adequate storage facilities for flammable and toxic materials.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. There is adequate ventilation for flammable and toxic materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Fire extinguishers are visible, accessible, properly maintained and adequate in number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Classroom space for instruction in related theory is adequate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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|--|-------------------------------------|--------------------------|
| 13. The classroom/shop/laboratory temperature is comfortable | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14. The classroom/shop/laboratory is large enough for the number of students served | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. Persons with disabilities are accommodated in the classroom/shops/laboratory | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. Students have appropriate access to to equipment and supplies | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. As much as possible, the laboratory area mirrors the accommodations found in the workplace | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. The filters need changed on our air filtration system in the shop. Mr. Swan will coordinate with the school maintenance staff to accomplish it.

SECTION 4: EQUIPMENT AND SUPPLIES

A. EQUIPMENT AND SUPPLIES REPORTING FORM:

- | | <u>Satisfactory</u> | <u>Unsatisfactory</u> |
|--|-------------------------------------|--------------------------|
| 1. The supply of tools and equipment is adequate to implement the curriculum | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Equipment and tools meet current industry standards and are appropriate for teaching the occupational skills for that business/industry | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Safety protection (safety glasses, shields, etc.) is provided and instruction in the proper use of them is provided | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Supplies are adequate to implement program objectives | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. A security system for the use of tools, equipment and supplies is maintained | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

10. Safety Data Sheets (SDA/MSDS) are provided for each flammable, toxic or explosive material as recommended by OSHA



COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1.

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
 - Committee recommended a green cut concrete saw as well as a standard handheld concrete saw. These can be either gas or potentially battery powered with integral dust collection systems
- 2.) What equipment is recommended for replacement within the next two years?
 - Replace equipment as it wears out.
- 3.) What equipment is recommended for replacement within the next five years?
 - Replace equipment as it wears out.
- 4.) Other recommendations:
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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

C. UPDATE FIVE YEAR EQUIPMENT LIST FROM DISCUSSION AND ATTACH TO THIS DOCUMENT:

SECTION 5: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Committee discussed the ARP ESSR funds and suggested the construction of an outdoor classroom. Kathy noted that Washington County school has done this. It would allow a three season semi open air space and would allow the students to construct it.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee suggested continuing the roof structure that the lumber is stored under, around the end to cover the concrete practice area and allow for more lumber storage.



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FIVE YEAR EQUIPMENT LIST

	<u>Item</u>	<u>Justification/Why is it needed?</u>	<u>QTY</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Purchase Date</u>
2017-18	1					
2018-19	1					
2019-20	1					
2020-21	1					
2021-22	1					