

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

**PROGRAM AREA:** **CULINARY ARTS**

**MEETING DATE:** 9/16/2021      **START:** 3:00 P.M.      **ADJOURN:** 4:45

**COMMITTEE CHAIRPERSON:** SarahJane Lopez

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

Sarahjane Lopez, Paul Cline, Ronald Berger, Mike Mahr,  
Ryan Robinson, Roger Tappen, Aaron Barrick, Mike  
Tosten

**BRIEF MEETING SUMMARY:**

Adapataions for Covid for Culinary are going well. We are appreciative of administration for making this process EASY and transparent. Barrick/Tosten had students in quarentine.

Selected our NOCTI Judges: Eric Monn, Mike Mahr, Ryan Robinson – NOCTI April

SarahJane Lopez, Paul Cline, Ryan Robinson – NOCTI December

Discussed NVR IR Camera System, 5 Year Equipment List, and completed safety check in program area.

**ADMINISTRATIVE RESPONSE:**

- **Good attendance at the meeting. Administration is appreciative of Culinary program activities and the work of the students and instructors.**

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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

- Garage has water damage and coming, lights should be put on out there, it is supposed to be in A/C in that area.

## 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 type="checkbox"/>	<input checked="" 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"/>
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. Lighting needs implemented in the garage for visibility in order to improve student safety.

**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                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

#### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

2. All Covid mitigation materials are in place and well supplied. Students are eager to remain in school and some have even been vaccinated in order to remain in person.

#### **B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
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- 2.) What equipment is recommended for replacement within the next two years?
  - Proceed with 5-Year Equipment List
- 3.) What equipment is recommended for replacement within the next five years?
  - Proceed with 5-Year Equipment List
- 4.) Other recommendations:
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#### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Any equipment that needs replaced within the next 2-5 years is currently in the process of being purchased through Perkins.

#### **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:**

- Discussed replacing CCTV system with NVR IP Camera System to monitor student contact and safety.

#### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Combination oven in the bakeshop has been discussed, and the consensus was reached to get a double stack instead of a full sized oven for various production reasons.
2. Pellet grill is going well on the kitchen side.
3. How are people adapting during Covid
4. Trouble staffing, trouble getting food in with orders, adjustments to scheduling constantly, price of food has gone up, restaurants are closing down, mask mandates changing constantly, some restaurants having limited hours due to staffing, to-go in restaurants has increased, prices of supplies have increased
5. Barrick is working with Johnny's to get certain foods in for the bake shop
6. New phone lockers have been a huge benefit for students to focus and keep them secure
7. Catering is a busy part of the industry due to people feeling less comfortable going to the restaurants with the large amount of people
8. Camera system upgrade satisfied members and approved to move forward with purchase through COVID funding opportunity.
9. Alumni- Hayley Minnich- IUP, Abigail
10. Students WANT to be at school and prefer normal schedule over A/B schedule.



