

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

<b>PROGRAM AREA:</b>	<b>BUILDING CONSTRUCTION TRADES</b>				
<b>MEETING DATE:</b>	4/25/2024	<b>START:</b>	5:30 pm	<b>ADJOURN:</b>	9:00pm
<b>COMMITTEE CHAIRPERSON:</b>	Jamie Reed				
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>					
Dave Group, Jeremy fofelsonger, Eric Wagaman, Todd Rock, Blake Mellott, Neil Thrush, Devin Ditzler					
<b>BRIEF MEETING SUMMARY:</b>					
Minutes from last meeting were approved. Facilities, Equipment, and supplies meet industry standards.					
<b>ADMINISTRATIVE RESPONSE:</b>					
<ul style="list-style-type: none"> <li>• Administration thanks this committee for the continued support and involvement. It was great to see former students returning as industry experts/employers for this program during NOCTI and other school events.</li> <li>• Administration is extremely proud of Mr. Wagaman and his students for all the work based learning/live work they are doing for the Franklin County community and CareerTech. There's many valuable lessons in these projects.</li> <li>• Admin encourages Mr. Wagaman and the OAC to submit equipment needs and recommendations on the five year equipment list. We want to support this program with equipment that meets industry trends for training.</li> </ul>					

Jamie Reed

### 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

- No recommendations at this time

### 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"/> |
| 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.

**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. n/a

**B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
- None at this time
- 2.) What equipment is recommended for replacement within the next two years?
- None at this time
- 3.) What equipment is recommended for replacement within the next five years?
- None at this time
- 4.) Other recommendations:
- After reviewing the POS task list the OAC would like to be sure there is adequate space and ventilation for both the painting and masonry competencies listed on the POS.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. The OAC would like to see BCT have permission for continued use of the construction arena. The OAC feels this space is needed to allow for adequate space of task completion.

**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:**

- **Community service projects: GASD ADA ramp and privacy fencing, Marion Community Center Roof Project, Teens and Greens Storage area, GASD equipment storage area renovation.**
- **In house projects: Storage room ECD classroom, Air line work in CIM and AG Mechanics, Cosmetology Renovation, Playground shed for ECD, BCT storage area.**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. The OAC is extremely impressed with the quality of community service projects completed and commends Mr. Wagaman for his extra effort in coordinating this work.
2. **The OAC supports the live work that the students are doing both on and off campus and commends Mr. Wagaman for providing great learning opportunities for our students.**

