

Franklin County Career and Technology Center

FALL OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM

PROGRAM AREA:	DENTAL ASSISTING				
MEETING DATE:	9/29/2023	START:	4:00 PM	ADJOURN:	5:00 PM
COMMITTEE CHAIRPERSON:	Bev Myers				
COMMITTEE MEMBERS/GUESTS ATTENDING:					
Bev Myers Kristin Throton Chelsea Miller					
BRIEF MEETING SUMMARY:					
<p> This meeting we mainly spoke to our 5 year budget. Ms. Miller is going to be purchasing new books this school year, it is already built in dental budget. OAC Agrees with Dept of Education from our audit that it is time to start the process of updating the dental units, some are broken and they are very old so there are not parts to repair. These dental units were donated from Keystone dental and from the year of 1990. This is the order the OAC Agrees on replacement items. #1: new dental patient chairs, doctor stool, assistant stool, and delivery system (handpiece unit), will need a total of 4 of everything (units #1,2,3,4). As for the cabinetry, we put this as second priority. We believe this can withstand longer at this point compared to items under #1. For now we would like to have the cabinets repaired and re painted in units 3 and 4. Then in the year of 2024-2025, replace the cabinetry in units 3 and 4 (each unit needs: 1 side unit, 1-12 O'clock with assistant table and suction). Thirdly, are the lights. At this time, Bev Myers is checking with Keystone dental to see if they have any over head lights to donate. Pictures of current units have been sent to Benco Dental, the next steps is approval from FCCTC, and going to Benco dental center to pick out our new dental units/ supplies. </p>					
ADMINISTRATIVE RESPONSE:					
<ul style="list-style-type: none"> • Administration understands Miss Miller's reasoning for wanting to update the dental units to make them more aesthetically pleasing and current with industry standards. Due to the fact that the current units are in good condition and show little age or wear we ask that this equipment request be made incrementally over the course of a few years. We appreciate the committee's willingness to rank the items in the dental units by priority. • Admin recommends adding items to the 5-year equipment list to be considered through Perkins funding and/or other equipment grants. We appreciate the Committee exploring the options for donations from some of our local dental offices. • Admin would also ask that Mr. Daughenbaugh and the Maintenance Team be included in any and all discussions about replacing, updating and refurbishing any of the existing units as this is large pieces of equipment and will require maintenance involvement for any work or new installations. 					

- Careerlech

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X 
Secretary/Chairperson's 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.

D The minutes of the last meeting are approved with the following changes.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- n/a

SECTION 3: FACILITIES

FACILITIES REPORTING FORM:

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

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|--|--------------------------|
| 12. Classroom space for instruction in related theory is adequate. | <input type="checkbox"/> |
| 13. The classroom/shop/laboratory temperature is comfortable | <input type="checkbox"/> |
| 14. The classroom/shop/laboratory is large enough for the number of students served | <input type="checkbox"/> |
| 15. Persons with disabilities are accommodated in the classroom/shops/laboratory | <input type="checkbox"/> |
| 16. Students have appropriate access to to equipment and supplies | <input type="checkbox"/> |
| 17. As much as possible, the laboratory area mirrors the accommodations found in the workplace | <input type="checkbox"/> |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. n/a

SECTION 4: EQUIPMENT AND SUPPLIES

A. EQUIPMENT AND SUPPLIES REPORTING FORM:

	Satisfactory	<u>Unsatisfactory</u>
1. The supply of tools and equipment is adequate to implement the curriculum	<input 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 type="checkbox"/>	<input type="checkbox"/>
3. The condition of the equipment indicates proper care and maintenance	<input type="checkbox"/>	<input type="checkbox"/>
4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc	<input 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 type="checkbox"/>	<input type="checkbox"/>
6. Supplies are adequate to implement program objectives	<input type="checkbox"/>	<input type="checkbox"/>
7. An inventory of equipment is maintained by the teacher or other staff member	<input type="checkbox"/>	<input type="checkbox"/>
8. A schedule for repair and replacement of equipment, tools and supplies is maintained	<input type="checkbox"/>	<input type="checkbox"/>
9. A security system for the use of tools, equipment and supplies is maintained	<input 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. The equipment works but is very outdated.

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
 - Each dental unit needs new patient chair/ delivery system, doctor chair and assistant stool.
 - Dental Units 3 and 4: need new cabinetry, which includes 1 side unit, 1-12 O'clock with assistant table and suction per room
- 2.) What equipment is recommended for replacement within the next two years?
 - Over head lights - 4
- 3.) What equipment is recommended for replacement within the next five years?
 - More Digital Xray Sensors
- 4.) Other recommendations:
 - Keystone dental is checking to see if they have newer over head lights to donate

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. So as a group we tried to decided what is needed first. Ideally here is the plan:
 1. ALL UNITS: new patient chair, dentist chair, assistant stool, and delivery system (hand piece unit)
 2. Cabinetry- we thought for now, we could re paint and repair in units 3 and 4.. then whenever we have the funds replace cabinetry in 3 and 4 (1 side unit, 1-12 O'Clock with assistant table and suction)
 3. We are going to get Vinyl chairs so they are more durable vs the ultra leather! (and its cheaper)

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

SECTION 5: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee is happy with cooperative education placement, as well as the new PAN machine and Dexter training aid!

FIVE YEAR EQUIPMENT LIST

		Item	Justification[Why is it needed?	QTY	Unit Cost	Total Cost	Purchase Date
202-23							
	1	Dental Dexter Xray Mankin	Meet industry standards, increase student exposure to equipment	1	\$19,000	\$19,000	Spring 2023 with competitive grant
2023-24							
	1	Patient Chair, Doctor Stool, Assistant Stool, Deliver System (Handpiece Unit)	To meet industry standards	4	Rough est. \$22,000 Each	88,000	Would like to go to Benco Center this fall/ winter to look at options for our shop
2024-25							
	1	New Cabinetry/ 12 O' clocks with assistant table/ suction	To meet industry standards	2	Rough Est. 25,000 each	50,000	Trying to match the current ones we have, researching
2025-26							
	1	Over head Lights	To meet industry standards	4	\$12,000	\$48,000	Researching- might be

