

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

<b>PROGRAM AREA:</b> <b>DIESEL</b>
<b>MEETING DATE:</b> 9/29/2022 <b>START:</b> 6:30 <b>ADJOURN:</b> 7:30
<b>COMMITTEE CHAIRPERSON:</b> Dave Burkholder
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>  Dave Burkholder, Tim Shank, Kenny Heck, Dave Mickey, Kevin Grove
<b>BRIEF MEETING SUMMARY:</b>  The OAC met and discussed a wide range of topics in our meeting. We discussed the David H. Martin career day and how many businesses are struggling to find employees. We also discussed the new certification from Kenworth and how students are excited to be doing it. We discussed current Coop students and the high quality of new students the diesel shop is getting right now and very excited for the next couple of years with these students. There was also discussion on curriculum and the current search .
<b>ADMINISTRATIVE RESPONSE:</b> <ul style="list-style-type: none"><li>• <b>Administration also hears about industry need for skilled, entry-level employees. We were very pleased with the number of students and staff that were able to participate in the David H. Martin Career Day. This was great exposure for many of our programs. Administration is also very pleased with the caliber and quality of student in the Diesel program. We appreciate Mr. Grove and all OAC members continued commitment to the student and program success. We also appreciate the recommendations for equipment and continued certifications.</b></li></ul>

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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

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

**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?

- EECS306C DTAC Elite battery tester      Need this tool for Nocti testing
- CAN Bus Multiplex system Trainer      Help students learn Multiplexing on vehicles

2.) What equipment is recommended for replacement within the next two years?

- EECS306C DTAC Elite battery tester      Need this tool for Nocti testing

3.) What equipment is recommended for replacement within the next five years?

- CAN Bus Multiplex system Trainer      Help students learn Multiplexing on vehicles

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:**

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

