

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

**PROGRAM AREA:**     **ELECTRICAL OCCUPATIONS**

**MEETING DATE:**     9/22/2021                             **START:**     5:30 PM                             **ADJOURN:**     8:00 PM

**COMMITTEE CHAIRPERSON:**     Todd Foltz (Shane Hershey motion followed by Brian Weibley second. Unanimous vote to approve chair)

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

In attendance: Dwight Munson Jr., Todd Foltz, Tyler Ames, Robert Wolff, Mark Semler, Brian Weibley, Joel Oyler, Shane Hershey.

Not in attendance: Erick Myers, Rich Conner, Chris Raugh, Tim Zimmerman, Shannon Yates, Jeff Daughenbaugh, Aubrey Burkholder, Matthew Dennis, Dale Bohn.

**BRIEF MEETING SUMMARY:**

Meeting start was approximately 6:15PM. The agenda and reporting form were discussed and completed.

Bob Wolff asked a question about scheduling that administration might need to respond.

There was discussion about adding 2 new members.

Equipment list was approved.

**ADMINISTRATIVE RESPONSE:**

- **Administration is appreciative of the OAC's continued support and involvement. Thank you for participating in mock interviews and making equipment recommendations. Regarding the scheduling questions, this is something that has not been possible because of the different needs of the six sending schools.**

Dwight Munson Jr.

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.
  - Shane Hershey motion followed by Joel Oyler second. Unanimous vote to approve.

**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 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. Mr. Munson said the next items needing updated will be the residential wiring trainers. BCT or Carpentry will probably rebuild them at the end of this school year.

**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. N/A

**B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
  - Some new cordless tools and 2 porta-band saws need fixed or replaced.
- 2.) What equipment is recommended for replacement within the next two years?
  - Some 4 foot step ladders and fall protection harness's
- 3.) What equipment is recommended for replacement within the next five years?
  - \*See 5 year list.
- 4.) Other recommendations:
  -

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. N/A

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

- 5 year equipment list was approved by the committee.

**SECTION 5: GENERAL DISCUSSION**

**LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:**

- The members discussed the items listed on the agenda.
- Open house dates were given
- Golf Tournament discussed
- Student awards discussed
- The program sponsors were discussed. The members wanted some examples of how that money was being spent by the school. It was recommended that examples be put with the information so an employer could see better how funding was being spent.

- **Mock interviews:** there are 4 students. At least 1 OAC member will schedule a time to come in and do the interviews with the students.
- NOCTI judging was discussed, and members will be checking schedules to come in and judge.
- A few trade related items were discussed such as...  
Low voltage lighting and “luminarie” MC cable and “Luminex” wire. (Romex with low voltage)
- New members were discussed.
- Bob Wolff asked a question and made a recommendation...  
He asked the question on why a teacher needs to have all three levels each semester. He said for example “Why can’t all level 1’s come in the fall semester, all level 2’s come in the spring semester, and seniors be split for CO-OP or to assist teacher if they do not go on CO-OP?” “Or it could be reversed with level 2’s in the fall and 1’s in the spring if that was the way a teacher would want it.” He continued “It makes more sense for the teacher to be focused in on one group of students instead of spread out and not being more involved with each level. I think it would help the teacher and better benefit the kids.” I told Mr. Wolff that the answer we will get back is scheduling complications. I also stated that in the past some programs did do this type of scheduling, but administrative changes happened, and it did not continue as far as I knew. I also stated that I believe that landscaping and horticulture changes students each semester due to how plants grow and when it grows. The whole committee felt this matter should be looked at by the administration. Shane Hershey also stated that it should be considered for any teacher in any program not just electrical.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

**Electrical Occupations FCCTC - 5 Year Equipment List (OAC Approved Projections & Recommendations)**

Year	Item	Justification for Need	QTY	Cost per Unit (\$)	Total Cost (\$)	Purchase Status
<b>2020-2021</b>						
1	Wire Pulling Trainer	Teach student methods of pulling wires through conduit	3	2,000	6000	
<b>2021-2022</b>						
1	Motor Control trainer cart	Motor control trainers are in bad shape.	8	2800	22400	
<b>2022-23</b>						
1	N/A				0	
<b>2023-24</b>						
1	Festo Basic Motor control Suitcase trainer	Help with roadshows/tours/student recruitment	1	12000	12000	
2					0	
<b>2024-25</b>						
1	New Code for service entrance trainer	Teach students the new NEC requirements for disconnecting means for service entrance	4	TBD	#VALUE!	
2					0	
<b>2025-26</b>						
1	Thermal Imaging trainer	To train students in thermal imaging for heat	1	10,000	10000	
2					0	
<b>2026-27</b>						
1	Mock House Refurbish	Refresh the wood structure	1	10,000	10000	
2					0	
Notes						