

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

<b>PROGRAM AREA:</b>	<b>VETERINARY ASSISTING</b>				
<b>MEETING DATE:</b>	9/28/2023	<b>START:</b>	6:15pm	<b>ADJOURN:</b>	7pm
<b>COMMITTEE CHAIRPERSON:</b>	Blake Perry				
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>					
<p>Blake Perry: former student and Veterinary Nursing/ Pre Vet Major at Wilson College</p> <p>Gabby Wagaman: shelter manager at Cumberland Valley Animal Shelter</p> <p>Shaina Ferguson: part owner Two Top Dairy Farm</p> <p>Eileen Antrobus: Lab Animal &amp; Animal Care Coordinator at Wilson College</p> <p>Alexis Shreiner: former student and Vet Assistant at Greencastle Vet</p> <p>Deanna Becker: DVM and owner of North Paws Animal Hospital</p> <p>Emily Brown: LVT at Greencastle Vet Clinic</p> <p>Lisa Cook: instructor and LVT</p>					
<b>BRIEF MEETING SUMMARY:</b>					
<p>Members approved the minutes from the last meeting, and came up with additional ideas for sponsors for the program. Current happenings in shop were discussed, including the raising of a litter of kittens from CVAS, preparations for Nationals for FFA, co-op experiences, and clinical experiences. Some equipment needs included a grooming lift table, and a teaching microscope. Members would also like the shop to consider the purchase of the Imagyst system from Zoetis.</p>					
<b>ADMINISTRATIVE RESPONSE:</b>					
<ul style="list-style-type: none"> <li>• Admin is extremely proud of Mrs. Cook and the Vet Science Team. We wish them a safe and successful trip to SkillsUSA Nationals!!!</li> <li>• Recommendations for equipment such as the lift table and the Imagyst software can be added to the 5-year equipment list for consideration through Perkins funding and/or other equipment grants.</li> </ul>					

- Admin is very appreciative of the continued support and involvement of this OAC. We appreciate the guest visits, the field trip locations, the donations of time and talents.

*Blake Perry*

**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**

- Minutes from the last meeting were approved by members. Lisa is still working on material for laser therapy-safety and use. We're still looking for a sponsor for the program. At the last meeting, Rural King and Forresters were mentioned. This time, members suggested Mike Collins from Purina/Nestle, Companion Animal Therapy company, Franklin Feed, and possibly even Wilson College.

**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 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:**

- Members still agree for the need of a grooming lift table, and a teaching microscope (already on 5 year list).
- Members also suggested the purchase of Zoetis' Imagyst analyzer. This is used in many practices, and allows for blood smear, fecals, and cytologies.

**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?
  - Grooming lift table and teaching microscope.
- 2.) What equipment is recommended for replacement within the next two years?
  - n/a
- 3.) What equipment is recommended for replacement within the next five years?
  - n/a
- 4.) Other recommendations:
  - Look into Imagyst from Zoetis. Lisa is in contact with an equipment representative and is awaiting a quote.

**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:**

- **Other things discussed included:**
  - **Our upcoming trip to Nationals for the Vet Science team; October 31<sup>st</sup> to November 4<sup>th</sup> in Indianapolis.**
  - **The raising of an orphaned litter of kittens over the course of the semester; students have learned a great deal from the experience.**
  - **The group of current students, and those out on Co-Op (Michelle's Pet Grooming & Boarding, Marsh Run Kennels), as well as experience at CVAS during spay/neuter clinics. And now students have the opportunity to drive out to CVAS on every Wednesday to watch and assist with their own surgery days.**
  - **Requested letters of support and emailed template.**
  - **Creatures Great and Small reached out and offered some laboratory equipment as a donation. Lisa will be picking up soon, and will update members on it.**

- **NOCTI dates (12/12 and 4/16).**
- **Spring OAC date (4/25).**
- **Ideas for field trips: Farm Show; Wilson College Vet Nursing demo and tour.**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

