

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

<b>PROGRAM AREA:</b>	<b>AUTO COLLISION</b>				
<b>MEETING DATE:</b>	10/2/2017	<b>START:</b>	3:30	<b>ADJOURN:</b>	5:30
<b>COMMITTEE CHAIRPERSON:</b>	TONY WELLER				
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b> Pat Parson, Tom Shockey, Clark Smith, Merrill Varner, Tony Weller, Chase Heckman, Danny Carbaugh.					
<b>BRIEF MEETING SUMMARY:</b> My OAC committee stated that a community labor need exists for the Auto Collision program. The committee stated that the average age of the collision tech is 45-55. We need younger techs to enter the collision field to replace the older techs that are retiring.					
<b>ADMINISTRATIVE RESPONSE:</b>  Support will be provided to continue to pursue equipment related to industrial paint processes. Pleased with the level of committee representation and participation.					

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Tony Weller

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SECRETARY/CHAIRPERSONS 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**

- Committee states everything was in order from last meeting and are pleased to see that administration is in support of their recommendations.

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

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1. No new recommendations at this time.

**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   | x <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 | x <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance  | x <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc   | x <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                     | x <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Supplies are adequate to implement program objectives   | x <input type="checkbox"/> | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member  | x <input type="checkbox"/> | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained  | x <input type="checkbox"/> | <input type="checkbox"/> |

9. A security system for the use of tools, equipment and supplies is maintained
10. Safety Data Sheets (SDS) are provided for each flammable, toxic or explosive material as recommended by OSHA

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1. Nothing unsatisfactory

**B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
- Industrial paint guns/pressure system for industrial painting.
- 2.) What equipment is recommended for replacement within the next two years?
- Hand tools and tool boxes
- 3.) What equipment is recommended for replacement within the next five years?
- Portable prep station, 3 sided prep station
- 4.) Other recommendations:
- Eventually we will need to replace the spray booth or add another booth. The more student we push into the program the more equipment we are going to need.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. No recommendations at this time.

**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:**

- **Industrial painting curriculum. We are working Volvo in Shippensburg to start up the program.**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Co-op placement is above average with really good students going out.

**FIVE YEAR EQUIPMENT LIST**

	<u>Item</u>	<u>Justification/Why is it needed?</u>	<u>QTY</u>	<u>Unit Cost</u>	<u>Total Cost</u>
<b>Current</b>					
<b>2017-18</b>					
1	Plasma cutter		1	2500	2500
2	Tool box kits Mac Tools	We get a 50% discount through Mac Tools ( Original cost was \$23399.85)	15	780	11699.82
3	Fender Stands	Bring the shop up to industry standards	15	200	3000
4	Parts rack	Bring the shop up to industry standards	2	270	810
5					
<b>2018-19</b>					
1	Down draft 3 sided prep booth.		1	12000	12000
2	Portable prep station		1	4500	4500
3					
4					
5					
<b>2019-20</b>					
1	Tool box kits Mac Tools	We get a 50% discount through Mac Tools	6	780	4680