

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

**PROGRAM AREA:**     **HVAC**

**MEETING DATE:**     10/5/2017                             **START:**     6:00 PM                             **ADJOURN:**     8:30 PM

**COMMITTEE CHAIRPERSON:**     Ryan Shipp                             Heating, Ventilation and Air Conditioning     CIP# 47.0201

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

Ryan Shipp  
William English  
Jonathan Earhart  
Shawn Wenger

Mike Plum  
Seth Lanhardt  
Ken Boxler

**BRIEF MEETING SUMMARY**

The Meeting was focused on five-year equipment plan and the LPN Building. Committee worked through suggestions on what would be the best use of the plan for student training. Members expressed concern to the fact that they are finding it hard to find qualified workers in the HVAC trade area. Each business owner represented at the meeting needs additional qualified workers and looks to our school for Co-Op students and recent graduates of the school to fill those positions.

**ADMINISTRATIVE RESPONSE:**

**We appreciate the committee's guidance related to work on the LPN Building and look forward to the recommendations that are made. We defer to the Maintenance Department with regard to propane and natural gas selection. We will continue to promote the program to potential students and the excellent employment opportunities that continue to exist in the career field.**

**Ryan Shipp**

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.
  - No Changes

## SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Committee read through the administrations comments from last meeting and appreciates the support that the school has for the OAC committees and 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	x	<input type="checkbox"/>
2. Room lighting is adequate for the the health and safety of the students.	x	<input type="checkbox"/>
3. The room/lab areas are clean	x	<input type="checkbox"/>
4. Tools and equipment are arranged in an orderly and task-appropriate manner	x	<input type="checkbox"/>
5. The area has adequate storage facilities for permanent and consumable supplies	x	<input type="checkbox"/>
6. Panic buttons are in operating condition.	x	<input type="checkbox"/>
7. Strategic floor areas are properly lined	x	<input type="checkbox"/>
8. Strategic floor areas are free of obstructions	x	<input type="checkbox"/>
9. There are adequate storage facilities for flammable and toxic materials.	x	<input type="checkbox"/>
10. There is adequate ventilation for flammable and toxic materials	x	<input type="checkbox"/>
11. Fire extinguishers are visible, accessible, properly maintained and adequate in number	x	<input type="checkbox"/>
12. Classroom space for instruction in related theory is adequate.	x	<input type="checkbox"/>
13. The classroom/shop/laboratory temperature is comfortable	x	<input type="checkbox"/>

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

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

1. Facility in good shape and aligned towards student training. No 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"/> |
| 2. Equipment and tools meet current industry standards and are appropriate for teaching the occupational skills for that business/industry | x                   | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance  | x                   | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc   | x                   | <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"/> |
| 6. Supplies are adequate to implement program objectives   | x                   | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member  | x                   | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained  | x                   | <input type="checkbox"/> |
| 9. A security system for the use of tools, equipment and supplies is maintained  | x                   | <input type="checkbox"/> |
| 10. Material Safety Data Sheets (MSDS) are provided for each flammable, toxic or explosive material as recommended by OSHA                 | x                   | <input type="checkbox"/> |

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

1. None at this time.

**B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES**

- 1.) What additional equipment is recommended to meet current industrial/occupational skill standards?
  - Committee recommends following the 5 year equipment plan for the replacement and upgrade of the shops equipment.
- 2.) What equipment is recommended for replacement within the next two years?
  - Some of the shops Flaring Tools should be replaced in the near future as budget allows in order to accommodate the flaring needed on Mini Split Systems.
- 3.) What equipment is recommended for replacement within the next five years?
  - See five year equipment plan.
- 4.) Other recommendations:
  - Committee is pleased with having the students purchasing their own hand tools. This makes them learn responsibility and the value in keeping track of their own tools.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. No additional 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:**

- **Discussed the building project for the Practical Nursing Program. Blueprints were provided for this discussion and the Committee came up with names and contacts for equipment and supplies for the building. They further agreed that this is a big job to be taken on, and recommended that the students should do not all of the work. Mr. Boxler will be making a list of recommended tasks that should be done by an outside contractor.**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Committee is concerned with not having Natural gas at the LPN Building. They feel that we should investigate the possibility of getting Natural Gas to the building. The cost of heating the LPN Building with Propane is going to be expensive. They feel that we could recoup the cost of getting Natural gas into the building within a couple of years.

## HVAC FCCTC - 5 Year Equipment List (OAC Approved Projections & Recommendations)

### HVAC FCCTC - 5 Year Equipment List (OAC Approved Projections & Recommendations)

Year	Item	Justification for Need	QTY	Cost per Unit (\$)	Total Cost (\$)	Purchase Status
<b>2015-16</b>						
1	HP DesignJet T1500 Large Format Printer/Plotter	Printing and Reading Blueprints and Plans	1	7000	7000	Purchased - Perkins
<b>2016 -17</b>						
1	Gas Hydronic /Forced Hot Air System	Current system is outdated at this point. New system will meet the training requirements of the industry.	2	7500	15000	Pending
2	Sheet Metal Shear	This equipment is outdated	1	3500	3500	Purchased - Supplemental Equipment Grant
3	Sheet Metal Bender	and is in need of replacement	1	5600	5600	Purchased - Supplemental Equipment Grant
<b>2017-18 - Current Year</b>						
1	Sheet Metal Snap Lock	due to multiple repairs done on	1	15000	15000	Perkins
<b>2018-19</b>						
1	High Efficiency Mini Split System Trainer	Current systems is outdated at this point. New system will meet the training requirements of the industry.	1	13000	13000	

<b>2019-20</b>						
1	HVAC Air balancing and Duct Testing Equipment	Equipment needed to meet the code requirements of the industry	1	9500	9500	
<b>2020-21</b>						
	High Efficiency Heat Pump System Trainer	Current systems is outdated at this point. New system will meet the training requirements of the industry.	1	12000	12000	
<b>2021-22</b>						
1	Solar Hot Water	This system will give the students a look into Alternative ways to heat a home or commercial building. This system will be Water hydronic system. This will be added to the system	1	10000	10000	
Notes:						