



Business/Industry
Advisory Committee Meeting Agenda & Minutes

ROP Course: AUTO TECH

Date: Nov 8 2012

1. **Purpose of meeting:** The main functions of the Advisory Committee are to provide up-to-date information on current trends in business and industry, make recommendations for the improvement of the ROP program, and provide an overview of labor market conditions. *In order for the ROP curriculum to be approved by the California Department of Education, it is essential for the advisory committee to discuss:*

- The curriculum
- The labor market—job opportunities

2. **Business Advisors present:** (include name, title, name of business, phone number and e-mail address, or **attach business card**) See attached sign-in sheet.

3. List of ROP Teachers and **Guests** present: See attached sign-in sheet.

4. **Meeting called to order.** Meeting location: Acalanes Auto Facility.

5. **CURRICULUM REVIEW:** Review the curriculum thoroughly, discuss, and make recommendations for updating.

- Are the entry-level job titles appropriate?

- Is the course description relevant?

Soft skills are important to industry folks.
PG 4 & PG 11 address this
Ask former students working how to best teach this.

• Is the course outline realistic and up-to-date?

• Are the books, instructional materials, and equipment up to date?

• Are allotted hours adequate?

• Discussion and recommendations.

employment, Dr. Lic pass drug test
Next appearance. Piercing colours.

6. Does the committee approve the curriculum? YES NO

7. LABOR MARKET INFORMATION: What is the demand for employees in this field?

- What are the local job opportunities for ROP graduates?

- Are internships available?

- Discuss current and future trends in this business or industry.

We spent a lot of discussion time on Ford/AAA,
Skills USA contests, Data Retrieval Systems,
NATEF Certification - new classifications,
Waste Oil Disposal.

8. Recommendation to support continuation of this program: YES NO

9. Adjournment. Minutes taken by: G. Cusick

ROP Teachers:

Please take minutes of your Business Advisory Committee meeting and e-mail them to your Student Programs Principal, or send them to ROP along with your weekly ROP attendance.

Contra Costa County Office of Education
Student Programs — ROP
77 Santa Barbara Road
Pleasant Hill, CA 94523

Advisory Meeting
CCC Auto Tech
Acalanes High School
Nov. 8, 2012
6:00 PM

Agenda

Introductions

Sign-in Sheet

Future meetings: Time 6:00 - works well

Old Business

Course content review -

Current labor market

New Business

Ford/AAA, Skills USA

NATEF new classification for certification

Fund Raising

BAR Write it Right

Identifix

Other

60¢/gal Evergreen.

Evergreen - recycles

Others burn it.

Sign-In Sheet

Automotive Advisory Committee Meeting

Date 11/8/12

Attach business cards **OR** fill out contact information

Name and Title LEN RENERY
Company Name and Address WYOTECH
200 WHITNEY PLACE, FREMONT, CA. 94539
Phone Number and e-mail: 510-295-9197 LRENERY@WYOTECHSTAFF.EDU

Name and Title John Oshimet, Teacher
Company Name and Address Clayton Valley Charter High School
Phone Number and e-mail: 925-566-1298

John Oshimet @ Clayton Valley, org
Name and Title Mickey Wharton, Teacher
Company Name and Address Concord High School
Phone Number and e-mail: 682 8000 x 3331 whartonm@mdusd.org

Name and Title Dave Fendel
Company Name and Address ROP
Phone Number and e-mail:

Name and Title Jonathan Dorr Liberty High Auto
Company Name and Address Liberty High School Brentwood
Phone Number and e-mail:

Name and Title VICKI Johns - Service Manager
Company Name and Address BMW/MINI of Concord
Phone Number and e-mail: 925-250-6629 Vickij@BMWCONCORD.COM

Name and Title Paul Voskes Parts & Service Dir
Company Name and Address Dirito Brothers Concord Nissan
Phone Number and e-mail: 925-676-4400 Paul.Voskes@Dirito.com

Name and Title Steve Boone Teacher Camps/LL
Company Name and Address
Phone Number and e-mail: 925-997-6349
shoone@acalanes.k12.ca.us

Sign-In Sheet
Automotive Advisory Committee Meeting

Date 11/8/12

Attach business cards **OR** fill out contact information

Name and Title Charles Mori
Company Name and Address Ford Dealer - Retired
Phone Number and e-mail: 415-608-1800
cmori@aol.com

Name and Title Louis Volpone - RICH'S AUTOMOTIVE - (FORD) (NAPA)
Company Name and Address 859 UGNACIO VALLEY ROAD WARMOCK CREEK S.F. 94599
Phone Number and e-mail: 925) 937-3434 - LOUIS VOLPONE @ ATT.NET

Name and Title Philip Torres
Company Name and Address DVHS
Phone Number and e-mail: 925-318-4149 ptorres@losmedanos.edu

Name and Title Bobby Sturgeon Antioch High Algebra instructor
Company Name and Address
Phone Number and e-mail: BobbySturgeon@antioch.k12.ca.us
925 597 3977

Name and Title PAT O'BRIEN PARTS & SERVICE DIRECTOR
Company Name and Address CONCORD TOYOTA 1080 CONCORD AVE. 94526
Phone Number and e-mail: 904 813-4321 PAT.OBRIEN@CONCORDTOYOTA.COM

Name and Title
Company Name and Address Great Cusick
Academy High
Phone Number and e-mail:

Name and Title Brian Wheeler, Athambara
Company Name and Address
Phone Number and e-mail: per call to Kim 5/7/13

Name and Title
Company Name and Address
Phone Number and e-mail: