

**Advisory Meeting Minutes**  
**December 13, 2021**



12/13/2021

WTA Electrical Advisory Board Meeting

**Present:** Gary Martineau, Matthew York, Mike Durkee, Sr., Mike Durkee, Jr., Jesse Barrows, Colin Fecteau, Heather Kane, Jayson Charland, Rudy Charland, Michael Westcott, Tyler French.

**Absent:** Tyler French, Michael Mottola, Kelly Liptak, Alex Bloom, Demian Bloom, David Schenna (retired?), Adam Goodale, Christopher Boyden, Dan Gomes, Dietrich Gomes, Skyler Mullarkey, Steve Moore, Christopher Benda, John Westcott, IV, Isabella Westcott and James Toomey.

- A. Meeting began at 5:30 p.m. Meeting minutes were reviewed and approved by the board. Introductions were made by the board members.
- B. Old Business
  - a. An update on the Co-op employer survey was addressed.
    - i. The survey will ask the Co-op employers for suggestions on skills the students should focus on and other ways to improve the WTA electrical program.
    - ii. The feedback from the Co-op employers will be anonymous.
    - iii. An electronic format will be used (such as SurveyMonkey) sent via email to the Co-op employers.
    - iv. A shared Google doc will be sent to all active Advisory Board members for their input on the questions being posed to the Co-op employers. Mr. Barrows will set up the document and share it with the active Advisory Board members.
    - v. An email explanation accompanying the survey questions will be drafted by Mr. York.
    - vi. The questions will be reviewed in real-time during the February Advisory Board meeting scheduled for February 14, 2022.
- C. Shop Equipment/Shop Progress
  - a. An update on current projects was discussed by Mr. Martineau.
  - b. Mr. Barrows gave an update on OSHA 10 training.
  - c. Allied Health is going to offer CPR training for seniors. The certification lasts for 2 years and is free of charge.
  - d. Update on articulation agreement with union will be followed up by Michael Durkee Sr.
  - e. Advisory Board members will be tasked with giving feedback on any potential updates to the WTA electrical program's curriculum to ensure its relevance to practical, real-world situations.
    - i. It was suggested to remove western unions, soldering, t-tap and repetitive splicing with a focus on more complicated wiring projects. A review of freshman projects will ensue at the Advisory Board meeting February 14, 2022.

- f. An update on the shop equipment was discussed and will be addressed further in the next Advisory Board meeting.
- D. New Business
  - a. The Co-op employer survey will be focused from now until the next Advisory Board meeting.
  - b. With David Schenna retiring, there is an opening for the vice-chairperson position, any board member interested should let the board know for voting them in.
- E. Input or Concerns from Committee Members
  - a. None at this time.
- F. Next Board Meeting is scheduled for February 14, 2022.
- G. Meeting Ended at 6:30 p.m.