



Welcome and Introductions:

Jill Flansburg, Program Coordinator at SPC, welcomed all of the attendees and asked for them to introduce themselves:

- Becky Burton, Bay Area Manufacturing Association
- Stephanie Bishop, Kramski North America
- Juditte Dorcy, CareerSource Tampa Bay
- Clay Gambetti, CareerSource Tampa Bay
- Diane Hufford, City of Clearwater Economic Development

Update on Training:

- a. Recruiter RFP- SPC put out a Request for Proposal to get someone to help with the recruiting for FL TRADE at SPC which would help bring in students as well as new employers. The contract is being put into place now; the aim is for next month to have someone hired.
- b. Corporate Training- FL TRADE has moved from the Natural Science dept. to Corporate Training. The move was made to emphasize workforce programs.
- c. New Video- Located on the www.fltrade.org website is a video that was made in conjunction with LumaStream's grand opening. LumaStream is the company that we have partnered with for CNC training. The video follows a couple of the students who were hired, sharing about their experience with the class and LumaStream.
- d. Welding Partnership with PTEC: PTEC offers a few manufacturing courses, one of them is welding. The program is a little over a year and the students sit for a national certificate through AWS (American Welding Society). This program falls right in line with FL TRADE. The program has been inactive for a year but expects to start up again this Fall. They are getting ready to start it back up this fall. Corporate Training went on a tour to see if both schools could partner together for the program with the possibility of helping with costs or offering different certifications, in exchange for placing the students in to jobs. Please give Jill any ideas of skills for welders that would help in placing students into jobs.
- e. Mechatronics- The Mechatronics class started in April and we are hoping to have a repeat training starting in the Fall. The class has already had their first National Certification test with everyone passing it. The one female in the class had the highest score the instructor has ever seen. Jill is starting to put together our own curriculum for Mechatronics from free curriculum that she has found online. Please let Jill know if you know of any companies who could help review the curriculum to make sure we are offering what is needed by manufacturers locally.
 - i. Programmable Logic Controllers – should we consider putting together a class on PLC's is there a need locally? Should the class be added on to the Mechatronics class? Becky from BAMA would like Jill to send her the questions for her to ask her list of local manufacturers.
- f. CNC Course: We started a new MSSC course in June at LumaStream with a group of 9 students. At least 2/3 of the students will be going on to CNC Operations, which will start in July.

Speakers needed / Provide Tour:

- a. Mechatronics at Clearwater Campus- There are only a couple of weeks left in the class; Jill would like to provide these students with mock interviews from manufacturers to have them prepared for the real thing. There is no obligation to hire any one as a result of the interviews. If you know of any company who would like to volunteer their time please let Jill know.

Ask BAC to post jobs, asking for certified applicants:

- a. Posting both Florida TRADE and www.tampabayintern.com – Judy from CareerSource, brought in some flyers with information about the Tampa Bay Intern website. CareerSource started this website about 2 months ago to help be the middle person to communicate with the job seekers, schools, and employers to connect with local jobs. On the site they have 230 interns registered and 75 employers registered as well. Internship workshops have been created to help the students by bringing awareness to internships, not just summer but year round internships.

Survey to Pinellas County Manufacturers:

- a. SPC created a survey that was mailed to 1,543 local manufacturers to help us with a description of their business, what are they looking for in a new employee, etc. The attendees of this meeting would all like to see a copy of the survey that was sent out.
- b. Polk State College has a company called Manufacturing Talent Development Institute – MTDI, they would like to come out and do a focus group. It would be with a few employers (6-8) to sit down with a research scientist, Dr. Eric Roe, to find out in depth about the questions asked from mailed survey.
- c. Clay, CareerSource, mentions that they publish the Manufacturing Gap Analysis, which has become popular to do across many Workforce boards. They look at Best Practices from around the country and modeled their own version. They then surveyed 107 skill sets, and they surveyed 112 manufacturers as well. The results ended up representing 28% of the employee population. The results are at tampabaygapanalysis.com.

Curricula and Instructors:

- a. Instructors- Jill is looking for instructors for MSSC, CNC, and Mechatronics classes. Nancy Stephens from MAF sent out an email blast to all of the HR representatives in her database. Asking them if they know of anyone who is retiring who would like to keep their skills sharp by being an instructor for FL TRADE.

Internship agreement and flow chart:

- a. Internships are needed for mechatronics workers for mid- July graduation students. Internships help the students to get a better grasp in the field of manufacturing, what to expect. The benefit to the employers is that they get to take a closer look at their jobs, job descriptions, and essential duties and how their employees pick up on their skills.
- b. Reminder that some companies/students qualify for reimbursement through CareerSource
- c. CareerSource information regarding internships and manufacturing survey

- d. Flowchart- Jill provided everyone with a flowchart of what the process is for FL TRADE and internships. Jill tells the students that it will be 4-6 weeks or more for the length of an internship. Jill acts as a liaison for the student and the employer so they may reach an agreement. Reports are being created so that the manufacturer can give feedback on how the internships went; there is also a survey for the student.

Get Skills to Work:

- a. <http://www.getskillstowork.org/> - Manufacturing Institute's new collaborative program, Get Skills to Work, joins major manufacturers and educators to prepare and place veterans in long-term careers. With an estimated 600,000 open advanced manufacturing jobs across America, this program is committed to closing the gap and creating new futures for those who worked to make ours better.

Next meeting – Wednesday, August 27, 2014 at 8:00am, Location: TBD