

**CE Health ADVISORY COMMITTEE MEETING****DATE: January 10, 2012 from 3:03 p.m. – 3:45 p.m.**

Topic	Discussion/Recommendations	Action
Welcome	Valerie Werner chaired the meeting and welcomed everyone in attendance.	
Introductions	<u>Members present:</u> Valerie Werner-Chairperson, Tim Fair.  <u>Via Teleconference:</u> Vicky Anthony, Nicole Hamel, Tim McMahon, and Kathleen “Kit” Powers.  <u>SPC Staff Present:</u> Denise Kerwin, Program Director; LaNona Robinson, Client Account Representative; Gary Graham, Workforce Project Manager; Eileen Gerew, CE Health Office Supervisor.	
Prior Meeting Minutes	Valerie asked all in attendance if they received and reviewed the minutes from the August 9, 2011 meeting.	Minutes were accepted and approved for the 8/9/11 meeting.
Provost Update/Recommendations	<p>In the absence of the Provost, Gary and Denise gave the update. There is construction taking place on several campuses. The CL campus leveled the teaching auditorium and a new 4 or 5 story building is being constructed in its place that will be utilized for student activities.</p> <p>The former JWB building (next to the Caruth Health Education Center) and the new Vet Tech building are both open and being utilized by students.</p> <p>There continues to be change in workforce development at the college which came about via growth and opportunities.</p> <p>Dr. Law’s “Learn to Earn” has been successful. Denise polled the attendees from the ALF Core Training. She was happy to report 13 intend to, or are in the process of, opening a facility in the Tampa Bay area.</p> <p>There will soon be more programs offered through the Learn to Earn initiative that will offer quick training, an effort to have students get to work quickly with skills to be successful in areas such as business, computer skills, and manufacturing. The college has been partnering with PTEC on some of the programs.</p>	Denise asks anyone who has an idea for a beneficial program that CE Health can offer, please bring your suggestion forward.
Marketing Initiatives	<p>Pieces printed and sent as of the date of this meeting: Full spring brochure Orthotics Fitters postcard ALF postcard Social Worker postcard PT/OT postcard</p> <p>We are no longer utilizing outside vendors for mailing lists and the bulk mail process will be done in house for most mailings, significantly reducing the expenditures to these vendors.</p>	

Program Update/Marketing Plan	<p>ALF Resident Care Assistant – being offered in the spring. Having the concept: interview today, hire tomorrow; it will include background checks with the 2 week training. The student would be qualified for an \$8 - \$10 per hour position. ALFs have shown interest.</p> <p>Jan – May we have many large conferences. We expect very good attendance at many including <i>Healing and Spirituality</i> and <i>Hurricanes and Healthcare</i>.</p> <p><u>New for this year:</u> <i>PT for Runners; ALF 12-hour; ALF 2-hour exam prep program; holistic emphasis on Menopause.</i></p> <p>Securing rooms for large conferences continues to be a challenge. Some SPC CE HEALTH conferences have outgrown SPC conference space and CE Health has had to secure conference rooms outside the college. Keeping registration fees affordable for students is a challenge when it is necessary to use non-SPC meeting locations.</p> <p>Utilization of SPC auditoriums and conference rooms by degree based programs further limits CE Health access to these rooms for conferences.</p> <p>We are coordinating with the PT department and allowing Clinical Instructors to attend seminars at no charge.</p> <p>All fall 2011 conferences were sold out.</p>	Denise requested feedback from committee members regarding ideas for potential new formats for our conferences. e.g.: webinars.
-------------------------------	--	---

Curriculum Development / Employability Skills	<p>We continue to seek grants for the development of Community Health Worker curriculum. Resident Care Assistant program will begin soon. Phlebotomy and medical assistant programs are being discussed in conjunction with PTEC.</p>	
Committee Member Update / New Member Recommendations	Florida Blood Services merger with 2 other blood centers is still in progress, no news to report.	
New Business		
<p>Workforce Project Manager Updates</p> <p>Gary Graham</p>	<p>- 40 advisory committees at the college - Comprised of about 500 members</p> <p>Dr. Law recognition ceremony for the committee members at the Seminole campus: - Received positive feedback - Intend is to have this event annually.</p> <p>Dr. Law, Dr. Cooper and Dr. Vittetoe took turns speaking, the video is available to view on the college</p>	

	<p>advisory committee website:  <a href="http://www.spcollege.edu/epicenter/advisory/index.htm">http://www.spcollege.edu/epicenter/advisory/index.htm</a></p> <p>Annual survey will be sent in March for feedback on meetings and newsletter.</p> <p>Open to suggestions from committee members for the newsletter, special projects or other significant events of interest.</p> <p>Annual election for committee members will be after the next meeting.</p> <p>FYI: New equipment with a cost of \$1000 or more is required to have the advisory committee's approval.</p>	<p>Every committee member's assistance is valuable; please submit suggestions for new committee members now.</p>
<b>Next meeting:</b>	May 8, 2012; Florida Blood Services	
Adjournment	3:45 pm	

**PLEASE MARK YOUR CALENDARS----UPCOMING MEETINGS:**

\* MAY 8, 2012  
August 14, 2012  
January 8, 2013

**TELECONFERENCE AVAILABLE – Call 727-568-5433, dial 0, and ask for extension 1070 or 1080.**