

**Minutes for SkillsUSA Advisors' Council Meeting
Greater Lansing Convention & Visitors Bureau
Aug 2, 2010
9:00 a.m.**

Members Present Aug 2, 2010: Dave Urlaub, Lawrence Neely, Mary Motz, , Aime Brown, Rosa L. Williams, Tom Grindem, Brooke Segaar, Tammy Brown , Dave Wait, Patricia Talbott (OCTP)

Call to Order – Dave Urlaub
Meeting called to order Aug 2, 2010 – 9:06 A.M.

Introduction

Approval of the Minutes

Motioned by Lawrence Neely to approve the agenda, Motion carried by common consent.

Treasurer Report – Aime Brown, No activity, balance is \$166.51.

Budget Report – Dave Wait,
Balance Sheet: Total assets June 30, 2010: \$161,470.44, Total Liabilities & Equity \$161,470.44,
Summarized Expense & Revenue vs. Budget for 2009-2010: Total Income \$238,163.22,
Expenses 224,438.56, Net income: \$13,724.66

Dave proposing that \$1400 will go into the reserve account. Propose to reduce registration by \$5.00 to the budget committee.

Directors' Report – Tammy Brown

State Conference – There were 1,593 participants at the state conference. Participation is up from last year. Team Banquet introduced, 6 teams participated.

National Conference – 240 participants from Michigan, 36 medals won. This is the most medals that Michigan has ever won. Because of the National Baseball All Star Game, the SkillsUSA National Conference will be held June 23-27, 2012 Saturday through Wednesday. The compensation for the date change for SkillsUSA national participants will be to go to a KC baseball game instead of Worlds of Fun. SkillsUSA will get 10, 000 free tickets for the baseball game. For the 2012 schools year only.

2015 SkillsUSA National Conference will be in Louisville, Kentucky.

Membership stats: Directory will be updated, need school updates from lead advisor.

2010-2011 Calendar, basically same as last year, State conference April 15-17, 2011.

Regional Conference Procedures:

Overview of forms to be completed and time when forms should be turned in.

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Forms due by Dec 1, 2010:

- Need the medal and certificates order form first, so that Tammy can order the correct amount of medals. If forms are not turned in on time, regions may not have medals in time.
- Regional contest date form.

Tammy would like all regional contests to be completed by March 1, 2011.

CTSO/Administration Meeting: On July 14, 2010 Tammy met with other CTSO directors (SkillsUSA, BPA, FFA etc.) about budget concerns for all CTSO organization. SkillsUSA MI will work towards reducing cost within the organization wherever possible.

Regional Reports:

Region 1 – Chris Gearing, Sally Henderson (not present)

Region 2E – Tom Grindem, Rosa L. Williams - Consolidating competition sites to save money.

Region 2W – Davis Scott, Russell Chessin (not present) –Tammy met with Region 2W representatives about contest being held in March, Region 2W will be better prepared in preparing for competition this year. (Presented by Tammy Brown)

Region 3 – Dave Urlaub – Working to keep the region strong, training new regional rep.

Region 4 – (not present)

Region 5 - Brook Segaar – New to the job, will be looking for assistance in the job as regional representative.

Unfinished business -

State Conference Student Service Corps - Question if there a need for this activity. Discussion among advisory council members took place.

Motioned by Lawrence Neely to establish a technical committee to establish the State Conference Student Service Corps. Motion carried.

New Business

- a. **Regional Map**- Discussion of changing the boundaries of all the regions. Discussion about changing the boundaries for Region 2W and 2E. Lawrence Neely had objections to changing the boundaries for Region 2E and 2W. Lawrence added that the regional representative for region 2W where not present.

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Discussion to change the county boundaries of Region 5 (Ogemaw, Iosco, Alcona, Oscoda, Apena, Montmency, Presque Isle) to be part of Region 3.

Motioned by Amie Brown to make a proposal to present the new boundaries of Region 5 & 3. (Ogemaw, Iosco, Alcona, Oscoda, Apena, Montmency, Presque Isle) to be included in Region 3 at the next advisor Council meeting. Motion Carried. To take effect 2011-2012. (Will be presented at the next Advisory Meeting with a quorum)

Motioned by Brook Segaar to propose that any schools in Ogemaw remain in Region 3 one more year. To take effect 2011-2012. (Will be presented at the next Advisory Meeting with a quorum)

Dave Wait suggested that all changes to regions be effective for this year.

Recommendation from Chairman Urlaub that the other regions remain the same.

- b. **Mentor Program** - Recommendation that the first place winner be the mentor for new contest participants.

Recommendation from chair to remind all state technical committee advisors and coordinators that they have to make participants aware of any changes that occur in the competition so that everyone knows of any changes to the competition. Tammy mentioned that all state contest task and materials lists are approved by the contest chairperson and then posted on the web site for availability to all.

Motioned by Lawrence Neely that with consent, advisors of first, second and third place state winners provide a contact phone number where advisors can contact them, for advice (mentoring) in preparing for competition. Motion carried. 1 no vote.

Recommendation that the provided phone number of winners be placed on the competition task list for each state competition.

- c. **State Conference**

Additional Leadership Test Site – There would be a cost if test given at a different location other than Causeway Bay Hotel. Online testing discussed. Concerns as to cheating on the leadership test, cost, and availability to schools if test is available online. Extending the time testing will be available to participants discussed. Tammy will look into providing an additional testing room at the Causeway Bay Hotel.

Motioned by Lawrence Neely to extend the time for leadership testing to 6:30 p.m. Motion carried.

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Motioned by Aime Brown that schools sign up to schedule a specific time that they would like to take the leadership test during the registration process. Motion carried.

- i. **Advisor Meeting** – There was a suggestion of advisor meeting being held on Friday. Purpose of advisor meetings is for advisors to bring their concerns and issues of competitions or other concerns. If meeting on Friday, there will be nothing to talk about. Discussion of various alternatives to increase attendance to the advisor meeting.
- ii. **Saturday Evening Activity** - Because of the alleged incident that happen at the movie theater last year, Lawrence Neely made a recommendation that the Saturday activity be left in the hand of the individual schools to arrange their own activity and transportation. This will take the liability off SkillsUSA MI, would make advisor responsible for their student's actions.

Discussion of the purpose of the Saturday activity for the students took place.

Motioned by Lawrence Neely that the Saturday student activity be left in the hand of the individual schools to arrange the activity and transportation with a list provided by the SkillsUSA director. Motion did not carry. 2 yes vote, 3 no vote.

Recommendation by Dave Urlaub that a there be a budget for an on-site social with the state officers planning the social. There has not been a budget line item for a few years. The Budget Committee will review this further at their meeting.

- d. **Fall Leadership Conference Advisor topics** - State Contest Overview, Advisor Mentoring Program changes, State Officer, Alumni Association, Technical Committee Overview, Student Service Corp, School Level Officers

Recommendation by Rosa L. Williams that a letter be sent to the principals to encourage them to send advisors to the leadership conference. Purpose of letter is to explain the benefits that advisor will receive from the leadership conference.

- e. **School Budget** – For the state conference 2013-2014 would like to look at options to make changes to what SkillsUSA MI will do in the future (i.e. looking at other cities to host state conference).
- f. **Official National Conference Hat for Michigan** - Lawrence recommended that SkillsUSA MI have an official hat for Michigan. Saw how Ohio and Texas hats coordinated with their SkillsUSA uniform. Believe that Michigan should have something similar if we are wearing hats at the national conference.

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Lawrence requested that the Advisor Council recommend an official state national conference hat for Michigan that is coordinated with the SkillsUSA uniform. Hat to be worn during the opening and closing ceremonies at the national conference.

Discussion about a hat took place; cost of hat would be included in national registration. Lawrence pointed out that he would like to get away from the gag hats and have something tasteful for Michigan delegates.

Dave Wait suggested that Lawrence bring photo example of hats and cost for hats for Michigan to next meeting.

- g. **Grievance Forms** –Lawrence recommended that grievance forms for state competition also be made available online. (*Currently Grievance forms are made available at the competition site and in the school packet.*) Encourage lead advisors to go online to obtain a form and provide to their advisors a copy or copies of the grievance form before the state competition event.

If a grievance at the individual competition arises, then the individual who has a grievance will have a form in hand to complete and turn in so that the problem can be resolved.

(Grievance forms are used, if a rule is not being followed for the individual competition, grievance forms should be turned in by 5:00 p.m. on the day of the competition. Grievance forms reminder will be placed in the advisor updates leading up to the competition).

- h. **Technical Committee** – Dave Wait suggested that we are still having issues with the technical committee. Perception is that the same individuals who are winning at various competitions are the same people who are on the technical committees. Trying to get more technical committee members from industry.

Observation that some technical committee participants (*one or two teachers*) are having too much input and direction on several competition events, which is a concern. Try to make sure that a technical committee oversees one or two competition events at the technical committee meetings.

New member who wishes to join an existing technical committee will have to bring in a business member to serve.

Moved by Brook Segaar that we allow current members of a technical committee who do not have a business and industry sponsor on their technical committee one (1) year and a half (1/2) to bring someone to the technical committee or they will lose their position on the technical committee. To be completed by December 2011 technical committee meeting. Motion carried.

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Next Meeting

December 6, 2010 at 4:00 p.m. Causeway Bay Hotel in Lansing

December 7, 2010 – Technical Committee Meeting at Causeway Bay Hotel in Lansing

Adjournment – 2:56 p.m.

Acting Secretary: Lawrence Neely