

## **SKILLSUSA MICHIGAN - Minutes for Advisors Council Meeting**

July 25, 2011 @ 9:00 am  
Ramada Inn Hotel – Lansing, MI

**Members present:** Dave Urlaub, Lawrence Neely, Russell Chessin, Aime Brown, Brad Pollum, Deb Riolo, MaryEllen Brocklehurst, Tammy Brown, Patricia Talbott, Tom Grindem, Rosa Williams and Dave Wait.

The meeting was called to order at 9:02 AM by President Lawrence Neely.

### **Introductions**

### **Approval of the Minutes**

A Motion was made by Aimee Brown to approve the minutes of April 16, 2011. It was seconded by Brad Pollum and the motion carried.

### **Treasurer's Report**

Treasurer, Aimee Brown explained that the current balance is \$200.38. There was no activity except an invoice that had arrived for \$62.60 for spirit items and the check would be written today. The treasurer's report was accepted and filed for audit purposes.

### **Budget Report**

Dave Wait explained that the budget for the 2011/2012 school year would be conducted after the regular meeting of officers. At this time, we are \$12,000 ahead for the year. The accounts have been conservatively built up over time. Dave Urlaub made a motion to accept he budget report. It was seconded by Aimee Brown and the motion was approved.

### **Director Report**

- 1. State Conference** – Numbers were down about 50 individuals from the 2010 year. A survey report was generated but very few students filled it out. Pat Talbot suggested having the survey turned in when students register. Discussion followed indicating that comments were needed after the students experienced the conference. It was recommended that some sort of drawing be completed after the students go back to school and winners could win Lowe's or gas cards. Tammy recommended that students fill out an on-line survey by Friday following the conference.
- 2. Student Service Corp** –Twenty four students participated. It was very favorable and students enjoyed themselves. Tammy suggested that state officer candidates should be

required to do a 2 hour shift at the conference as part of their responsibility in their pursuit of a state officer position.

- 3. National Conference** – Michigan was 6<sup>th</sup> in the medal count nationally. We are 21<sup>st</sup> in the nation with membership totals. For 2011, we had 230 participants attend which is 20 less than in 2010. One hundred forty one competitions representing 33 chapters in Michigan was the total. In terms of the medal count, we had 6 national champions and 2 students will be on the World SkillsUSA Team. One of them is Max Hershey for CNC and the other student is Brad Clink for Welding. Tammy was selected to be on the State Association Directors Executive Board for Region 3. This involves some national involvement. The term begins in 2011 with one meeting during the year. She will be going to: South Dakota (2012), Maine (2013), Louisville (2014) and hopefully they will come to Michigan in 2015.
- 4. Membership**-Membership has dropped by 5%. The total number of members from 2010/2011 was 4507. Rosters will be available in the fall for all chapters.
- 5. 2011/2012 Calendar**-The calendar has been made and will be distributed in the fall. One change is that Nationals will be bumped up to June 23-28 due to St. Louis hosting the 2012 National All Star Game. The conference will follow a Saturday-Thursday format. Deb Riolo commented that a non-denominational church service should be available somewhere on the grounds as Sunday will be a competition day. Tammy said that she will bring this forward at the National State Directors Association at their next meeting. *NOTE – A Sunday worship service will be added to the NLSC schedule per Tim Lawrence. Will probably be at 9:30 am with all contest orientation meetings to start after 11:00 am.*
- 6. Regional Conference Procedures**-Tammy explained that two chapters would be receiving a \$100 stipend for completing all paperwork on time. She also noted that “Action Skills” has been added as a contest. This event is similar to job demonstration and it is designed for special needs students. Tammy also said that a request for a state Mechatronics contest may be made. A team from Michigan placed at Nationals this year. Brad Pollum made a motion to accept the Directors report. It was seconded by Russell Chessin and the report was approved.

### **Regional Reports:**

**Region 1** – MaryEllen Brocklehurst shared about the Region 1 mandatory participant meeting that was held in November 2010. It was very successful. The region decided to have a “2 year” rotation schedule and this past year Eaton ISD and the Capitol Area Career Center shared this responsibility and will again host this coming year. Kent ISD will host during the 2012 and 2013 years.

**Region 2E** – Currently there is \$5,000 in the account. Tom Grindem reported that there was a low turnout for the advisor meeting. He also commented that Crockett may not be competing this school year.

**Region 2 West** – The committee is looking for a location that is more centrally located.

**Region 3** – Dave Urlaub is the coordinator for regionals. There was good attendance at their planning meeting which is held in October. A junior representative has not been assigned but they are hoping to get one in place.

**Region 4** – There is not a representative for this region. Tammy may be traveling up to the Upper Peninsula in the fall. There are 7-8 schools there and the region is really spread out.

**Region 5** – Aimee Brown said that the region has a planning meeting in November and that they do a lot of connecting through Skype.

All regional reports were accepted.

#### **Unfinished Business:**

1. **Regional Boundaries** – Discussion was conducted about changing the boundaries for Region 3 and Region 5. Dave Urlaub moved that Region 3 be changed to include the counties of Presque Isle, Otsego, Montmorency, Alpena, Crawford, Oscoda, Alcona, Roscommon, Ogemaw, Clare and Iosco Counties. It was seconded by Aime Brown and the motion carried.

#### **New Business:**

1. **World Team Sponsorship** – In past years, the SkillsUSA Michigan Advisor Council has sponsored \$50 for each World Team member. Dave Urlaub moved that the council use their funds to sponsor both Michigan students, total of \$100. Rosa Williams seconded the motion and it carried.
2. **2012 Technical Committee Issues** – All Advisors need to have a business and industry sponsor for the 2011/2012 school year. Feedback from council members said that we need to grow the sponsorship of business and industry. Deb Riolo said that it would help if we rely on more individuals from the Lansing area and to reach into local community groups such as rotary to help obtain judges for contests such as the leadership area.
3. **Regional Contests** – It is important that Tammy be kept current on regional issues so that she can answer questions that come in to the state office.
4. **Snow Day Policy** - A snow day policy needs to be developed for all regional contests. Tammy will have a some sample policies at the next meeting.

## 5. **State Conference:**

**Clothing Penalty Rubric** - Deb Riolo distributed information on a rubric development for a clothing penalty at the state conference. There are many inconsistencies in specific contests due to a deduction for "0" to "50" points. Brad Pollum moved that all clothing deductions have a point value of -10 per item with a maximum of -50. Aimee Brown seconded and the motion carried. Tammy will provide a sample and email it to everyone.

**Housing Concerns:** Tammy indicated that things get very confusing when schools book their own hotels and go outside of the registration and then SkillsUSA is not using contracted space. Aimee Brown made a motion that school that do not book through SkillsUSA receive an additional \$15 add-on per participant. MaryEllen Brocklehurst seconded and the motion carried.

**Resume On-line Submission and Rubric** - Nationals has moved to an on-line submission of all resumes. The resume is not judged, it is simply a requirement for students to compete at Nationals. Brad Pollum moved to use an on-line resume for the Michigan State Conference with a deadline of the Friday before competition. He also added that for the 2012 school year, either a paper copy or an on-line resume will be accepted so that we have one year to get the system down. It was seconded by Tom Grindem and the motion carried.

**Leadership Judges** – Tammy shared that we need to recruit more leadership judges as she has been using the same people for many years and the list is dwindling. MaryEllen Brocklehurst said that she would help locate more individuals due to living in the area.

**Team Banquet Contest Date** – Tammy indicated that the Team Banquet is held at a different time than the state conference. Several Advisor Council members shared that it should be held the same weekend as the state conference. Students miss out on the entire experience if they are not there and it causes an extra expense to get the students there. Tammy said that this state contest is not a national contest.

**Competitors Arriving Late at State Contests** – Regarding students arriving late to state contests, it was decided to table this until the December meeting.

## 6. **National Conference:**

**Hotel Lottery:** After discussion, it was decided that Tammy would rank the hotel preference same as the 2009 ranking list.

**Travel Agent:** The current travel agent did a good job at Nationals and we would go with the same one.

**Fall Leadership Conference:** Topics were discussed for new advisors. Suggestions included:

- How To Increase Industry Involvement
- How to Fund a SkillsUSA Chapter
- Grant Writing
- Leadership Events – How To Encourage Students To Participate

**Committee Reports** – none given.

**Next Meeting** - The next SkillsUSA Michigan Advisor Council Meeting will be held Tuesday, December 13, 2011 at 4:00 PM. The Technical Standards Meeting is scheduled for Thursday, December 14, 2011.

**Adjournment** - Dave Wait moved to adjourn the meeting. It was seconded by Aimee Brown and the meeting was adjourned at 3:40 PM.