Advisory Committee Meeting Minutes

CHAIRPERSON: Dr. Toni Jenkins		
MEETING DATE: **6/16/17**	**MEETING TIME:** **12:30-2:30pm**	**MEETING PLACE:** **CHEC**
RECORDER: **Nancy Huff**		**PREVIOUS MEETING:** **March 30. 2017**

MEMBERS PRESENT: (Yes/No) **OTHERS PRESENT:**

	Name and Title		**Name and Title**		**Name and Title**
Y	Charlie Buescher Vice President McCarthy Building Companies, Inc.	Y	Brad Smith Vice President Peterson Construction	Y	James Barko Collin College Dean
Y	A.Leigh Zepeda Marketing Director Lee Lewis Construction, Inc.	Y	Barry Hensley General Manager NorthStar Luxury Homes	Y	Michael Coffman Collin College Associate Dean
Y	Sean White Safety, Health & Environmental Dir. Balfour Beatty Const.	Y	Rudy Sanchez, Jr. Human Resources Mario Sinacola Co.	Y	Dr. Toni Jenkins Collin College
Y	Ty Parsons Project Executive Lee Lewis Construction, Inc.	Y	Glenn Anderson Account Executive Turner Construction Company	Y	Jana Nixon Collin College Career Coach
Y	Louis Schindler Vice President Medco Construction	Y	Tom Woeste VP & Construction Exec. Turner Construction Co.	Y	Jeanne Johnson Collin College CE
Y	Eric I. Bunner VP-Account Manager Skanska USA	Y	Larry Tedesco Project Manager Turner Construction Co.	Y	Nancy Huff Collin College Administrative Asst.

Y	David Gannon President Tempo, Inc.	Y	Phillip Erickson SeniorMarketing Coordinator	Y	Dr. Abe Johnson Collin College VP/Provost
Y	Sheena Beaver Education Director Dallas Builders Association	Y	Claude Eddington EMJ Construction Corp.		
Y	Jonna Noble Director of Training Construction Education Foundation (CEF)	N	Ed Prendergast Vice President McCarthy Building Co., Inc.		
Y	Sterling King Project Manager CORE Construction	N	Jeff Forbes Regional Director The Beck Group		
Y	Tommy Campbell VP of Operations MYCON General Contractors, Inc.	N	Clay Curtis Vice President McRight-Smith Construction		
Y	Dennis Ouellette VP of Operations Taylor Morrison/Darling Homes	N	Victor Bretting Vice President Osburn Structures		
Y	Alex Vazquez Construction Manager Taylor Morrison/Darling Homes	N	Phil Crone Executive Director Dallas Builders Association		
Y	Paul Torblaa Area Construction Mgr. Taylor Morrison/Darling Homes	N	Jane Hanna President/Exec. Dir Construction Education Foundation (CEF)		
N	Michael Locklear President Criterion Contractors Inc.	N	Nick Link Project Director Manhattan Construction Group		
N	Camille Tate Talent Acquisition Mgr. The Beck Group	N	George Rivero CFO Ratliff Companies		
N	Jeff Garner VP-Office & Industrial EMJ Construction Corp.	N	Ed West Sr. Vice President Humphrey & Associates		

N	Michael Snapka General Manager Professional Plumbers Group	N	Michael Turner Builder Classic Urban Homes		
N	Andrew Jenkins Sr. Construction Mgr. LGI Homes	N	Dan Blackwell Builder Shaddock Homes		
N	Bob Sheeley Construction Manager Drees Custom Homes	N	Meloni McDaniel President/CEO TEXO		
N	Corbett Nichter Sr. Vice President Adolfson & Peterson Construction	N	Gary Frazier President CORE Construction		
N	Gerald Reining Senior Estimator AECOM Hunt Construction	N	Randy Humphrey Executive Vice President Humphrey & Associates		
N	Carl Deaver Vice President Osburn Contractors, Inc.	N	Gehrig Highters Field Manager Pulte Homes		
N	Ray Waddell Chief Financial Officer CEC Electrical, Inc.	N	Emily Sandri VP Human Resources CEC Electrical, Inc.		
N	Tim Jackson	N	Jon Grime Polk Mechanical Co.		
N	Jeff Beane Division Manager Professional Plumbers	N	Donny Mack		

Agenda Item	Action Discussion Information	Responsibility
Old Business:	PowerPoint with previous notes from Think Tank meeting on 3/30/17	Dr. Toni Jenkins

	Reviewed timeline and scope of college construction projects	Dr. Toni Jenkins
Continuing Business	After Dr. Jenkins gave an overview on the scope of work and master plan, the attendees were able to ask questions.	Dr. Toni Jenkins
New Business:	Detailed Work Activities for first-line construction supervisors	Dr. Toni Jenkins
	Knowledge for first-line construction supervisors	Dr. Toni Jenkins
	Skills and Technology skills required for first-line construction supervisors	Dr. Toni Jenkins
	Abilities needed for first-line construction supervisors	Dr. Toni Jenkins
Other:	Next meeting to be scheduled in July	Dr. Toni Jenkins

MINUTES

Key Discussion Points	Discussion
Old Business:	
Continuing Business:	-T. Woeste-What is the target audience? -T. Jenkins-HS students as a new pipeline, Incumbent workers (those who need additional training or will take retirees place), HS graduates -P. Torblaa-Is this a Construction management degree like Texas A&M? -T. Jenkins-more applied-not as much general ed as a 4 yr. degree-we only require 15 hours of gen. ed. courses, the rest will be applied and hands-on. The Associate of Applied Science in Construction Management is just starting-fully up with new facility. We will also pursue transfers to Texas A&M Commerce and other partner schools. The purpose of AAS in Constr. Mgmt is for job skills. -A. Johnson-2+2 program-we will consider ours is more technically driven. We were just given approval for BAS in Nursing. -A. Zepeda-Is there currently a const. mgmt. program here? -T. Jenkins-on the CE side, we offer construction project management. We will add to it, not duplicate.
New Business:	Discussion on Detailed Work Activities- Advisory board members were asked to answer with yes or no and add to the discussion on importance. (1) Direct Construction personnel? Answer was overwhelming-yes (2) Coordinate construction project activities? Answer was overwhelming-yes - G. Anderson-project management is a must (3)-Review blue prints- Should they be able to read blue prints? Answer was overwhelming-yes… especially on an iPad or technology in the field. Utilizing Bluebeam software.

	-L. Schlinder-you will see an iPad at most construction sites, the software can change, but they will utilize technology -S. White-more digital is the future. No blue prints rolled out anymore. -E. Bunner-virtual reality emphasis (4) Evaluate projects to determine compliance with technical specifications. (5) Inspect equipment or tools to be used in construction - L. Schlinder-Crane safety is a must (6)Monitor construction operation -S. King-they will need to know regulations like OSHA, EPA,RRC, TxDot and who to contact, inspectors -R. Sanchez-system integration and regulations specific to building -C. Eddington-they need to come to the field with OSHA 30 hours, and also CPR/First aid is mandatory -S. White-STS safety supervisor and applications, OSHA general knowledge -B. Hensley-you should separate residential and commercial, you need a safety compliance officer on commercial, but on residential the superintendent should know safety information -C. Eddington-we have year round interns (7) Mark reference points on construction material (8) Measure work site dimensions (9) Estimate construction project labor requirements (10)Estimate material requirements for projects -D. Gannon-that is specialized these days - C. Eddington-there is a shortage of estimators and there needs to be an emphasis here-an introduction to estimating would be a good start
	-T. Woeste-they would need to know estimation on job cost of project, estimate and forecast on labor would be secondary….productivity analysis is vital. A good estimator can make money for the company, not getting it correct, costs the company money (11)Communicate with other construction personnel to discuss project details - D. Gannon-construction vocabulary is needed, what does it mean? (12)Order construction material or equipment - S. White-TxDot rules to get materials delivered (if large

	machinery) what are state and local regulations, also Federal regulations if materials shipped in (13)Train construction personnel - T. Campbell-not training, they will be new and not have the necessary experience to train (14)Record operation or environmental data
	Discussion on Knowledge-AB was tasked with ranking each item on a scale of 1-4 with 4=must have, 3=should have, 2=some awareness needed, 1=not needed (1)Material & Methods-given a 4 by most (2)Mechanical-given a 2, just an exposure is needed (3)Safety and Security-given a 4+, very important (4)Personnel and HR-given a 2 or even some 1, just need to know to be careful about what you say -S. King-this is an entry level position, would be too much for HS student, they need to learn business etiquette, say and do the right thing, representing the company -R. Sanchez-general employment law-to not get company in trouble (5)Risk Management-awareness - G. Anderson-you can't teach the years of experience that goes with risk management (6)Customer Service-given a 4 -S. King-if not knowledgeable in this area, can ruin client relationship -C. Eddington-technical writing, oral communication-some skills to be taught-how to work with people -T. Jenkins-Business, Economics? Technical writing? -G. Anderson-customer service is our business!! If the experience isn't good, they can ruin you. They need to have technical writing experience -S. White-relationship driven-ability to talk to other people-phone skills, not just text and not the way texts are written with shortcuts -E. Bunner-some can't write in complete sentences (7)Sustainability-awareness only -S. Beaver-not for our business-very important-energy codes, properly insulated

	-B. Hensley-tree ordinances, best practices, knowledge of sustainability -T. Campbell-should know this-it's important for the future -A. Johnson-we should address sustainability? Group-yes (8)Mathematics level -Group-Initially wanted high level math, Geometry, Calculus 1, Trigonometry -C. Eddington-Calculus 1-they need thinking ability -G. Anderson-Calculus 1 can scare some away, we need good arithmetic -S. King-Need to calculate volume, geometry, difference in slopes and grades -M. Coffman-technical math-state requirement-tech math but we can customize and be specific for industry by adding algebra, volume, elevation-won't meet state gen. ed. requirements for math and science-general math classes are taught by math professors, tech math can be taught by someone with construction experience -T. Jenkins-is tech math and option? Group-yes -S. King-how many yards of concrete, how much lumber for that wall-these are things they will need to calculate (9)Spanish-given 3 or 4 -need to know key construction jargon in Spanish -C. Eddington-Bi-lingual foreman is good -L. Schindler-safety issue if you can't speak the language-for instructions -D. Ouellette-critical to get things done -R. Sanchez-basic for construction industry-construction Spanish (10)Other -C.Buescher-sequence of a job, time management, scheduling
	Discussion on Skills-AB was tasked with ranking each item on a scale of 1-4 with 4=must have, 3=should have, 2=some awareness needed, 1=not needed (1)Critical Thinking-given 4 (2)Management and Personnel Resources-given 4, need leadership training (3)Time Management-given 4 (4)Complex Problem Solving-given 4

	-G. Anderson-what is critical on a job? If you can't solve problems, that's an issue -B. Hensley-Identify the problem and call an engineer, I don't want my supervisor to solve the problem -S. King-they should be able to propose a solution, analyze the situation-if I need to get these supplies from point A to point B-how do I make that happen, are there regulations, what is the weather-all these things need to be considered -C. Eddington-detect issues (5)Judgement and Decision making-given 4, important (6)Quality Control Analysis- given 1 or 2-awarness-usually 3rd party company does this -C. Buescher-testing and process -T. Woeste-inspection more than testing -T. Campbell-need to know to make sure 3rd party is doing it correctly -B. Hensley-need to know how to read results and understand them
	Discussion on Technology Skills (1)Calendar (2)Computer aided design CAD software (3)Document management software (4)Project management software (5)Spreadsheet software (6)Word Processing software - B. Smith-industry specific software, MS is mainly office staff, but they need to know
	Discussion on Abilities-AB was tasked with ranking each item on a scale of 1-4 with 4=must have, 3=should have, 2=some awareness needed, 1=not needed (1)Supervise, coordinate or schedule the activities of construction workers-given 4, this is what they do (2)Read specifications/blueprints to determine construction requirements or to plan procedures-given 4, digital blueprints (3)Inspect work progress, equipment or sites to verify safety or ensure specification are met-given 4

	(4)Locate, measure and mark site locations or placement of structures or equipment-given 4 -L. Tedesco-mark building corners-you could have a whole survey class-a bad survey can kill your project -S. King-can talk jargon, might not use it daily, but need to know it (5)Coordinate work activities with other construction project activities-already covered (6)Ability to estimate material and labor costs-given 4, important - S. King-remove the word “cost”-estimate materials and labor (7)Ability to understand the basic principles of mechanical, electrical and piping systems-given 4 -C. Buecher-30% to 40% of project so it’s important -L. Tedesco-general principles, not too complex -E. Bunner-Basic knowledge -S. White-know systems -G. Anderson-control systems-getting system up and running -E. Bunner-objective-future, you need to look at the year 2020, what is needed in the future-halogens, CFL-not just now, but what is coming -G. Anderson-what is the future, what is coming? Power changes-things are coming out and no one know how to run it - B. Hensley-we install 240v in garages for electrical cars (8)Estimate material or worker requirements to complete jobs and order material and supplies-already discussed (9)Confer with managers, contractors, or others to resolve problems or coordinate activities-given 4 (10)Ability to understand basic principles of structural behavior-given 3 or 4, statistics type class-loads and load bearing - G. Anderson-how much concrete on a specific flooring type (11)Ability to analyze professional decision based on ethical principles- given 4-they can put your company in jeopardy if unethical -B. Hensley-corporate culture of the company they work for -G. Anderson-a supplier takes you on a hunting trip, you really didn’t do anything illegal, but this crosses the line-puts your company in a bad position (12)Analyze worker or production problems and recommend

	solutions-covered (13)Train workers in construction methods, operation or equipment safety or company policies-safety is important (14)Suggest or initiate personnel actions such as promotions, transfers or hires-given 1, each company is different (15)Understand legal implication of contract and regulatory law to manage a construction project-given 4 need legal awareness - S. Beaver-litigation trends -C. Buescher-regulatory process-very important -S. King-OSA-now criminal charges if you put someone in harm's way-legally required to speak up (16)Create written communications appropriate to the construction discipline-given 4 (17)Other - - L. Tedesco-lean construction, respect for people -T. Woeste-touches on sustainability, elimination of waste -L. Schindler-Integrated Project delivery-IPD, shared risk and reward -C. Buescher-how you work together as a team -R. Sanchez-will you require internship with this? -T. Jenkins-would you have a need for internship year round, or specific season? -L. Schindler-full semester, typically summer for us
Curriculum Decisions:	
Other	Next Steps -T. Jenkins-we will come back together once data is tabulated and mapped to WECM courses for the group's validation -A. Johnson-HVAC classes starting second half of Fall semester, Welding starting in Fall -indicated that we would be asking them in the future if they know anyone interested in teaching

CHAIRPERSON SIGNATURE:	**DATE:**	**NEXT MEETING:** **TBD**