

____ADVISORY COMMITTEE MINUTES

Date: _____

Time: _____

Location: _____

In attendance: _____

Subject: NATEF Program Status

Discussion: Smith explained new NATEF standards and certification classifications. Program will not need to be recertified until 2013 and will certify under new standards. Cascade will certify for 1st two levels (MLR, Service Tech).

Action/Proposal: Smith will follow up in the fall and begin the recert process.

Subject: Annual Shop Safety Inspection

Discussion: Advisory Committee performed the annual inspection

Areas of concern were:

Flammable cabinet door open

Fuse panel door open

No face shield my brake lathe

Carbon Dioxide detectors

Electrical connector for bench grinder deteriorated

Action/Proposal: Flammable cabinet - closed door
Fuse Panel - Smith repaired door and it closes now
No Shield by Brake Lathe - Smith will order another one
in the fall
Carbon Dioxide Detectors - Smith will follow up with
facilities
Electrical Connector - Smith will follow up with facilities

Subject: _____
Discussion: _____

Action/Proposal: _____

Agenda Items for Next Meeting: _____
Agenda and meeting dates will be set at kick off in the fall.

Next Meeting Date: _____

Time: _____

Location: _____

Meeting Adjourned (time) 7:00 PM