

**General Advisory Committee
Educational Service Center
4730 Colby Ave.
December 7, 2005, 10:00 – 11:30 a.m.**

Present:

Community members: Sue Ambler, Murry Reid, Nick Alvanos, Frank Irigon
Staff: Lauren Hadley, Larry Galli, Carl Fender

Chairperson, Murry Reid lead the meeting.

Program overview, updates about changes in CTE this year, new class offerings at buildings etc.

Larry Galli reviewed:

- CTE strategic plan process and the resulting vision and purpose statements;
- current administrative staffing (Larry, Carl, Lauren and the newest addition of Lead Counselor Becky Ballbach;
- section one of the district's strategic plan that includes for the first time CTE. CTE is included in item 1.2c. Align, articulate and coordinate the district's Career and Technical Education programs to increase student success and support on-time graduation.;
- the course planning sheets;
- how CTE teachers will spend additional time (advisory meetings, staff meetings, working on frameworks and assessments);

Larry also announced that Everett currently has 77 vocational classes serving about 4,700 students.

Committee members went around the table and answered the following questions.

Updates from industry – What are the employment trends in your workplace and in Snohomish County

Industry standard discussion

What are the industry standards in your profession/at your workplace?

How can teaching staff implement these industry standards in their classrooms or program?

Nick Alvanos, City of Everett

Trends

- The number of people who are applying for positions is going down. This includes IT across the board.
- IT/Help desk staff need to have hardware, software and verbal communication skills

- The needs at the city are: law enforcement, blue collar workers, civil engineers and architects, trades workers, inspectors and treatment operators.

Industry standards

- Work ethic (be on time) and personality are important
- Image, attitude and appearance
- Skills in internal and external customer support
- Need to be clear and concise when filling out an application
- City of Everett has an oral boards step in their hiring process. It is important to be able to talk about what you can do. What are your career goals and show that they know about the organization.
- Diversity is a factor. Color, women in non-traditional roles and people with disabilities.
- They use a standard evaluation mechanism and it is important that interviewees include the key points in their responses to questions.

Murry Reid, Verizon

Trends

- More work with less people, need to be multi-skilled

Industry Standards

- Soft skills – written and verbal communication
- In his Murry's area, there is little turnover and hiring comes through internal routes
- CCNA is still a viable skill
- Excel, Word, Visio and PowerPoint

Sue Ambler, WorkSource Snohomish County

Trends

- Companies are beginning to do customized internal training to get the skills they need
- Future worker with need to know "soup to nuts." The future worker will need to know how to do many things, especially in manufacturing
- Materials science
- ESL training and females in engineering

Industry Standards

- Proficient in Access
- Science, math and writing

Frank Irigon, Center for Career Alternatives, Renton Technical College trustee

Trends

- Open source and Lenox
- Allied Health
- Integration of ESL at the college level.

Upcoming meetings: February 22, 2006 and May 17, 2006