WHCC Advisory Meeting Minutes

February 6, 2017 West Hills College NDC

Conducting Clint Cowden

The following is a record of comments and discussion during the meeting at NDC on Feb. 6th. A numbering system is used to identify the spokesperson for each comment.

Numbers 1-8 are for those who were on the left of the room (facing the front) whereas numbers 9 – 14 on right side of the room. Three of the speakers are not identified by name…

1(Robert Pimentel) 2 (Chris Chaney)

3 Dan Rupp 4 Frank Roucho

5 (Jose DLT) 6 Alissa Trevino

7 (Kent Rounds ) 8 (Mike Dun)

9 10 (Bertha Felix-Matha)

11 (Frank Pitts)

12 Atif ElNaggar 13 Tim Ellsworth

14 Brian Boomer

15 Clint Cowden

The following is the discussion at the point I began recording information:

3) VFD, Pumps, Mechanical Devices, Change bearings seals,

4) Fabricators, Welders

4 Electricians vs Mechanical working together (pumps, motors, mechanical issues, while electricians are working on electrical issues)

15 Need roughly same number of each?

7 we have 4 electricians and 30 mechanics (really we have 30 mechanics to 2 electricians, but actually they would like 6 electricians)

7 Definitely need many more mechanical.

15 Last 4-5 mechanical people, what were the skills they had to have?

5 Many of the mechanics do not come back, start on entry level, develop some skills, takes a couple of years to work up to next level, so we need to fill in those gaps.

15 What floats someone to top to be hired for these positions?

5 Willingness to learn, some experience in mechanics, opening for 5, interview for 10. Based on skill and experience. New hires are paired with more seasoned mechanics (3 levels of mechanics in company, A highest, B then C lowest).

7 Cannery experience, different than TomaTek. A great way to break an entry position is as an oiler/greaser. Lubrication skills take someone across the plant, look at bearings, evaluate, etc. This is an excellent entry level hire.

5 I agree, that is a great entry level

4. Can you weld, have you done Mig, Tig, etc., go thru every aspect of their past work experience, and then we select based on their skills. Tearing apart pumps (complete teardown), replacing motors.

5 Safety is a big issue

11 Industrial should have some section on lock out tag out compliance

2 Training for some, compliance space what it is but do not train for it (safety protocol is company specific)

11 Should have a general knowledge of electrical safety (lock out tag out).

15 They need to be able to mention it in an interview

Move to next focus.

15 Where do we think IMT will be in the next 5 years?

5 (Jose) Preventing breakdowns, monitoring equipment in modern way, instrumentation, more modern analysis of systems

4 You have 20% life left on this,

3 We have looked at ultrasound, etc.

5 Future is record keeping and maintenance records, cycles, future lies in reducing down time, keeping on top of things.

15 what computing skills are needed in 5 years?

4 Basic computer interface skills, how to open and enter a work order is needed, checking out parts, scanning parts, maybe a little email.

5. Data entry on spreadsheets, keep track of overhauling equipment, keeping digital log book

7 More and more we are seeing equipment with HMI screens. They need to know how to use these without blowing the system up, being able to walk up to it, review diagnostics, wonderware, windows based user interfaces.

3 Some mechanics could not even start a system so they can’t even begin to repair it without an operator present

15 Should not be afraid of technology

3 Last place I want a maintenance technician is on a computer, but they would need to be able to step up to a monitor and check out/order parts.

2 Basic windows-based computer course sounds like it would be useful.

15 At writing level what do you need for these employees? Is this something required for communicating between shifts, so they can progress in the business, etc.?

5 Not everyone will need the same level of communication skills. Computer skills maybe for 5% of the IMT staff.

7 Need to be able to read and follow instructions. That is a very big priority. Ability to write a great email is not that important, but critical thinking, ability to read and solve problems following instructions are important.

5 Should be able to login to a computer and access basic info, that is an entry level.

15 Do highest level IMTs help write SOPs, etc.?

5 We usually put a team together to write the SOPs.

3 The IMTs show up as subject matter experts on these teams, but not really the writers of the SOP.

8 I am always reading scientific journal articles, it is very important to keep current with what is happening in the industry. There is a need for continued learning for our employees. This will help them rise above and move ahead in their career instead of simply getting by. We are always moving to greater efficiency. Also there is a great importance and legal requirement to track institute fitness, really important for food safety issues.

15 Once you have hired someone that is a proven and good employee, would these employees benefit from additional training on weekends and evenings that would take them to a higher level? Keep them sharp, motivated and engaged?

3 Our senior maintenance manager and I have been talking about defining an IMT training program in an achievable program with monetary awards for such a training program. A little bit of class time but a lot of hands on time, training that will help take them to a higher level, etc.

2 90 hr training, IMT 60. Importance of knowing how to identify and use basic hand tools. Class composition consists of wide demographics, OSHA 10 style training, power tool safe use and operation, PPE, basic rigging, materials handling. IMT 3 levels of training, NCCRs industrial training program, pumps and drives, valves, piping and layouts, trade math, trig, very heavy on the hands on mechanical, and light on electrical. The purple book is very comprehensive, brings in electrical, etc. Is this the right textbook, perhaps we initially chose the wrong book.

15 When we developed the IMT program the idea was to create the idyllic mechanic. We first decided to use the green book, then the purple book. Return on investment

3 Used to have a Seamer mechanics training that required 5000 hr of training

9 Could we offer this training over 4 years while student is working as an employee?

2 That is the ideal way to offer this program. That is how we do welding, on evening and weekends, so the program is stretched out. Some are working in the trade. If this IMT was similarly taught over a few semesters on nights and weekends, that would allow the students to work as interns and apply the basics they are learning in the class.

11 Very tough to do this during the season.

9 Not sure what time of year would be best, but if they could put their new knowledge to work in this way they will keep the material and learn much better. Even if you have to lay them off at certain seasons you are getting loyalty and expertise, may lead to a journeyman card. They know they are working toward a credential.

1 Is this happening now with employees coming back?

3 or 4?? Yes, most of them come back, some move on to higher paying jobs and move out. The main crew does come back every year, but they are not as skilled as we would like them to be.

3 Sledge hammer guys vs IMTs (November to June is the overhaul group, the lower level of that group, the B and Cs, are laid off until January, they really only work 5 months a year at the plant and then go on disability). We do not work them with overtime unless it is May or June and we are not on track with our workload for startup.

7 From July through October we are working 7 days a week.

9 The challenge is aligning the training with off time, need to find enough employees with similar issues so courses could be targeted to these industries.

15 We need you to help us find students to keep the program viable, what other industries would want a similar curriculum?

1 We are working on prior learning assessment which allows your employees take an assessment and skip levels to figure out where to start in the training sequence.

11 (Boswell, Paramount, Harris, etc.)

15 Aim is to provide something up here in NDC. How many of you think the greenbooks are better than the purple? 2 votes for green, 2 for purple. Should we offer this as a bilingual program? Hard to find someone with min qualifications in Spanish is difficult. Is this a mandatory need?

4 Our work force is 90% Spanish. It is OK either way, but they want to read it in Spanish, so they would prefer that, the employees ask if reading materials are in available in Spanish.

5 If they are competent with green book materials, that would be a solid entry level person, so that would be a great level. The Purple book is too much, that would be a master’s level.

3 For IMT not as important for IMT, but for an operator level we want Spanish, but IMT should be English

1 We offer ESL program to help some of these individuals, may provide an incentive to move into the IMT positions.

15 Time to move to next section, Food Science and Food Safety. What are the 5 most important topics that should be in the curriculum.

8 Food Science and Food Safety are divergent topics. Split it. From a Food Safety stand point, the core things are fundamentals of food safety, food borne illness, food processing, how process prevents that, national and local schemes, Global requirements, Fed requirements

7 GMP plant layout, processes, basic but first line of defense, familiarity with that. HACCP understanding, monitoring these CCPs, why am I doing this, FDA first thing they look at is the GMPs and HACCPs.

8 GMPs are fundamental baselines, do you have basic controls in place. Are there adequate handwashing facilities, second thing they look at are the processes, HACCP. If you practice HACCP you will discover if GMPs are a problem. Food safety schemes should incorporate HACCP and GMP and align with local, national and global regulations to satisfy customer base.

8 Food safety manager, every employee should be trained on basic system processing, but maybe 15 are trained in HACCP and well trained on food safety. Food Science would be a benefit that works in my lab and every person that works on food safety. 200 of theses. Food safety would be a component of this.

7 UC Davis has online food science and safety curriculum, this is already online. A lot of the basic info is provided and can be used as a template for us. Also covers GMPs, etc.

3 That UC Davis class could be shortened for our entry level employees.

7 Some of the UC Davis stuff is dated, probably 2/3 is relevant and on target.

12 We need to go through UC Davis book and mark chapters that are relevant, also how can this be offered online for example, microbiology.

8 Could offer online micro, but really need to gain hands on skills. But for most employees, 2 lecture hours and 4 lab hours. The lecture can be given online, but you must have the hands on stuff.

2 We are doing a lot of this with the welding program, lectures are fully online which requires them to gain rudimentary skills. This allows people to work full time, allows 18 hours a week of hands on welding.

8 Microbiology staff are 3 employees, very small component. When seeking to hire, do they have any science background? Importance of understanding the scientific method, critical thinking, math skills, calculations required, this is a must. Basic algebra. Importance of salt and acidity calculations. Hardest part is getting them comfortable applying their knowledge. Product development food science is very different from product compliance training.

7 Use food science as a building block (control of pathogens, control of spoilage) for food safety training. Jobs are in food safety, understanding why we are doing what we are doing.

8 People who are already working could benefit from online program, but young people need the hands on

7 Better process control school, UC Davis several hours on food borne illness is excellent. Some stuff in that course would be great template for what we are offering.

8 If they know how to use titration equipment, pH meters, control acidity and alkalinity, etc.

15 Now to move on to truck driving

2 Getting trucks out in the field, based on national stds, 18 unit certs, hopefully this coming August this program will be launched, with drivers coming out in December and then the following May.

11 The number one job shortage in the Central Valley is truck drivers. Not because of pay

2 Trying to provide a high quality program, some will fail because they don’t do well in testing environment but still understand fundamentals.

4 How can we help you with our yard, we would even take your drop outs from the truck driving school.

**December 26, 2017**

Curriculum Feedback

Hello Tim,

Below are some comments from my colleagues regarding the proposed curriculum. I hope you find this helpful as you design the program.

Comments from Jon Kimble, Our Food Safety Services Manager (formerly worked with Gallo Winery, Diamond Foods):

· Suggest including relevant FSMA course, either Produce Safety (Ag) or Preven􀆟ve Controls (mfg)

· Should offer op􀆟on to take other FSMA courses if there’s an instructor available. We could cra􀅌 a customer FSMA overview course, which students may find very informa􀆟ve. Could be a short course or broken out over a period

of 􀆟me.

· The food safety hazard analysis and controls course looks interes􀆟ng, I would be interested in finding out what it would cover.

· I see several HACCP related courses, recommend they offer courses recognized in the food industry (like those we offer)

· One big point of feedback from the food industry is that they would like students in quality roles to have more hands‐on lab experience. This not only demonstrates competence in this area (not everyone finds lab work to be

their strength), but also gives the student a look at what that sort of job may be like (so they don’t take a job and end up ha􀆟ng it). This is commonly a driving factor that leads to preference of one job applicant over another.

· They really ought to consider a course related to sensory analysis of products, maybe using spider charts etc. Any food company employee would find this interes􀆟ng at the least, and poten􀆟ally very beneficial in the job.

Sensory analysis is a common technique used, and employees o􀅌en have no background or knowledge that applies.

Comments from Dr. Jim Kutschinski, PhD, Senior Chemist (formerly with Canandaigua Wines):

These courses probably are useful for QC, Processing, Sanita􀆟on and HACP work prepara􀆟ons. They are not sufficiently intense and comprehensive for Food “R&D” work prepara􀆟ons. Food Chemistry is a major path of study with

many facets at Universi􀆟es so I doubt that this course work would put you in a posi􀆟on for food/product development work.

I will con􀆟nue to collect any addi􀆟onal comments as they come in. Let me know if you have any ques􀆟ons!

Best Regards,

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