

# RECORD OF PROCEEDINGS

Minutes of Fairfield County Business Advisory Council

Regular Meeting

Held April 17, 2018 at 12:00 p.m.

The regular meeting of the Fairfield County Business Advisory Council Meeting was called to order at 12:04 p.m. on April 17, 2018. The meeting was held in room 134 of the Fairfield County Educational Service Center, 955 Liberty Dr., Lancaster, Ohio.

Opening

The following council members/businesses were represented and answering present to roll call:

Roll Call

First Name	Last Name	Job Title
Larry	Ailes	Project Manager, Mithoff Companies, Represents Lancaster City School District
Andrew	Beck	Trainer, Worthington Industries, Represents Fairfield Union LSD
Maggie	Buckley	9-12 Curriculum Coordinator, Pickerington LSD
Brian	Call	Production Specialist, Worthington Industries, Represents Fairfield Union LSD
Randy	Cotner	Superintendent, Walnut Township LSD
Tom	Cumbow	Bus. Rep./Community Member, Walnut Township LSD
Jennifer	Friel	CEO, Represents Amanda-Clearcreek LSD
Kendra	Heistand	Bus. Rep., Liberty Union-Thurston LSD
Todd	Hoffman	Bus. Rep./School Board Member, Fairfield Union LSD
Michael	Johnson	Client Services Liaison, Fairfield County ESC
Rod	Johnson	Bus. Rep./School Board Member, Bloom-Carroll LSD
Todd	Osborn	Superintendent, Liberty Union-Thurston LSD
Richard	Spindler	Superintendent, Berne Union LSD
Courtney	Stebelton	Secretary, Fairfield County ESC
Richard	Szabrak	Director, Fairfield County Economic Development
Marie	Ward	Superintendent, Fairfield County ESC
Steve	Wigton	Superintendent, Lancaster City School District

Dr. Ward, Superintendent of the Fairfield County Educational Service Center, started the meeting with a brief explanation of what the Educational Service Center is, the purpose and roles it plays in the community. She then explained the reason for the formation of a Business Advisory Council. Stating that it is part of the Ohio Revised Code that the districts and the ESC want to create and work collaboratively with businesses to help prepare students for the work force.

Welcomes  
and  
Introductions

Michael Johnson, Client Services Liaison of the Fairfield County Educational Service Center, started off by introducing himself and his role here at the ESC. Each council member then identified themselves and their role as either a member of the educational or business community.

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Mr. M. Johnson then proposed we start the agenda at 12:14 p.m. He opened the topic of the Business Advisory Council Draft Bylaws for discussion. First stating the definition of the organization, and the logistics that meetings be held once a quarter and an election of officers be made.

Bylaws

Ms. Friel asked for clarification of the term mail as a form of communication. It was determined that this would encompass electronic mail as well as letters.

Bylaw  
Discussion

Ms. Friel also pointed out the typo of the abbreviation "RI" when it should have been "OH", this will be corrected in the official Bylaws.

Mr. Wigton asked for clarification as to the phrase "Board of Directors", this was determined to mean the council as a whole and clarification/correction will be made in the official Bylaws.

Ms. Friel then asked if student representation was allowed as she felt the council could benefit from a student's insights.

Dr. Ward stated that the law will allow for student involvement.

Group agreed it would be good for a student voice to be involved.

Mr. Osborn made mention that a student voice would be welcome, but the logistics of transportation and the restrictions of the Council meeting time are not conducive to school budgets or student schedules. He proposed that an alternative path, such as a survey be developed as a way to give student's a voice on the council.

Mr. Hoffman proposed that it could be possible for a recent graduate to be recruited for the council as they may have a more flexible schedule.

Group agreed to look into the development of a senior student survey and look into the possible recruitment of a recent graduate to represent students on the council.

With this Mr. M. Johnson called for a motion to accept the Business Advisory Council Bylaws.

*A motion was made by Mr. Cotner, seconded by Mr. R. Johnson.*

*All aye*

*Motion carried.*

With Bylaw discussion finished, Mr. M. Johnson proposed that Officers be Elected.

Elect  
Officers

*Mr. Wigton nominated Mr. M. Johnson for president.*

Elect  
President

A motion was made by Mr. Ailes, seconded by Mr. Osborn, to close the nominations for president and to name Mr. M. Johnson president.

*All aye*

*Motion carried.*

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*Mr. M. Johnson nominated Mr. Szabrak for vice president.*

Elect Vice  
President

A motion was made by Mr. Spindler, seconded by Mr. Wigton, to close the nominations for vice president and to name Mr. Szabrak vice president.

*All aye*

*Motion carried.*

*Mr. Cotner made a motion to nominate Mrs. Stebelton as secretary, seconded, to close nominations for secretary and to name Mrs. Stebelton secretary.*

Elect  
Secretary

*All aye*

*Motion carried.*

A motion was carried by President Johnson to establish the dates and times of the Fairfield County Business Advisory Council meetings as the third Tuesday of each quarter at 12:00 p.m. With the following dates agree upon.

Establish  
Quarterly  
Meetings

September 18, 2018

November 20, 2018

February 19, 2019

May 21, 2019-to be revisited closer to the date.

*All aye*

*Motion carried.*

President Johnson then directed conversation towards discussion of the Action Plan/Mission Statement of the Business Advisory Council.

Action  
Plan/Mission  
Statement  
Discussion of  
the Action  
Plan/Mission  
Statement

Dr. Ward stated that the plans and ideas that are listed in the Business Advisory Council Action Plan are similar to other programs and meetings that are already in place within the county. This council could use these other programs and meetings as resources.

Group Discussed:

1. Who should be the focus of the council and the proposed senior survey, should it be those not going to college, going to college, those that do not know, or everyone?
2. How do we get the message that good paying jobs/careers with advancement opportunities are available here in Fairfield County?

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3. How do we connect with the students, can we target a number and use the BAC to get them onto a career path after graduation?