

CITY OF DOVER

BIZED CONNECT DBIDA SUBCOMMITTEE- MINUTES

Meeting Type: BizEd Connect DBIDA Subcommittee
Meeting Location: 2nd Floor Conference Room – City Hall
288 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, December 2, 2014**
Meeting Time: **11:00 AM**

Members Present: Scott Johnson (co-chair); Annette Studebaker (co-chair); Dan Barufaldi, Karen Weston, Mayor; Peter Hamblett, Ray Dugdale, Optima Bank & Trust; Sean Peschel, Director Rochester CTC; Amanda Lelacheur, Somersworth CTC Career Counselor; Lori Lane, Somersworth CTC Director; Dave Peck, Delilah Smith, Dover Career Services Coordinator.

Members Not Present: April O'Keefe, Retired Dover High School CTC Career Services Coordinator; Frances Meffen, Guidance Team Leader, Director of STEAM Academy; Louise Paradis, CTC Director, Elaine Arbour, Dover School Superintendent, Jeff Brown, TD Bank; Christine Soutter, Somersworth Economic Development Director.

1. Call to Order/ Introductions

A. Studebaker called the meeting to order at 11:02 a.m.

A. Review and Approval of Previous Meeting Minutes

Motion: A. Studebaker made a motion to accept the November 4, 2014 minutes. Seconded by D. Barufaldi. Vote: U/A

3. Review and prioritize next steps for the beginning school year

This has already been addressed by D. Smith.

4. Set up 1, 2 or 3 person task groups to handle and manage the selected and prioritized action plans for the year. These might include, but are not limited to:

Studebaker confirmed with A. Lelacheur that the post cards are still being worked on with the suggested changes. She added that she did not hear back from J. Brown.

Review and distribute printed rack cards

A. Studebaker mentioned that they printed out more than discussed, due to the price break. D. Barufaldi handed out rack cards to view. Discussion ensued regarding point people to distribute the cards to tri-city chambers, rotary, and other locations.

K. Weston asked if it was possible to get a list of programs that each community offers. She stated that her cousin raises lambs for medical research and is currently working out of UNH. They cannot grow enough of the organic lambs. She asked if she could give out some contact information to the CTC.

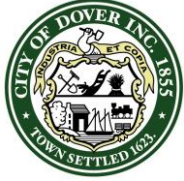
D. Smith said that they have animal science and also have an equine program. She said it would be wonderful to have her contact us.

A. Studebaker mentioned that the website has links to all of the CTC's and descriptions of the program. It will be a great tool.

Getting students identified and vetted to acquire intern jobs in each discipline.

Creating partnerships with local businesses.

D. Smith stated that she is working on building more connections with businesses in order to create the internships. She finds that students come to her office and are exploring job shadows and internships. She added that her goal is to



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place them first before saying come look at our internship. A.Studebaker stated that her company is ready to bring another intern or two in the spring and will start the process now.

D.Smith stated that she listed all of the internships that they currently offer and gave them to all the instructors. She added that she would like to place them in school announcements. The CTC will have a web page that will be user friendly. It was requested that that list be supplied to Committee members as well.

Discussion continued regarding distributing rack cards at the schools for the students to view.

S.Johnson stated that in the whole program, he only had one intern that had a problem with attendance; however that student learned a valuable lesson being washed out of the program.

A.Studebaker and S.Johnson are taking some of their employees and apprentices to the Dover Middle School and doing a presentation. She said she would be happy to go to the other schools and talk to students. Discussion ensued regarding placing job openings on the web.

D.Smith passed around a draft manual and it walks you through what Dover High School offers for work based learning opportunities. It is to be used and handed out to business partners and she would like some feedback. She stated that she will send it out via e-mail to the members.

Discussion took place regarding getting students interested in the programs.

D.Smith stated that some students are not interested in an internship during the school year. They are mostly interested in summer jobs. It is case to case. She suggested that on the BizEd web page it should read internships instead of business corporate partners. Students will be looking for an internship tab.

K.Weston added that the page does appear intimidating. A.Studebaker stated that the web page is still in process and it could be changed.

Add the sex offender registry list to the company vetting checklist.

A.Studebaker stated that this item is from an old agenda and asked if we decided or not decided that the sex offender registry be required on the checklist. This was discussed and it was either tabled or decided.

D.Barufaldi stated that we decided against it because businesses would not require that information from employees.

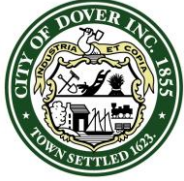
Motion: D.Barufaldi made a motion to strike the requirement for sex offender registry. Seconded by S.Johnson.
Vote: U/A

Set up tours of businesses with CTC and BIZED Connect leaders.

A.Lelacheur stated that she has some students that will be going to Goss International in Durham. They will do an engineering presentation for us.

S.Johnson asked if they are interested in internships. A.Lelacheur said she will ask. She added that she has two students interested, but can have up to 15. S.Peschel said that he could get some more students to fill the bus and he would supply the bus.

L.Lane added that they developed opportunities with Safran and Albany in Rochester.



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D.Peck added that he would be happy to meet with the students before they go on the tour; he feels that they would get a lot more out of the experience.

D.Barufaldi mentioned that they should contact Jerry Turner at Fosters because he does specialty reporting.

A.Studebaker stated that he was present at the Advisors meeting and recommends asking him what his prospective was as a business view and the experience.

S.Johnson spoke about the Advisors meeting and from a business point of view found it to be short.

A.Studebaker left the meeting @ 11:46 a.m.

D.Barufaldi stated that in Dover, the City Council has been extremely forward thinking and making investments way ahead of the expected return.

S.Peschel stated that we have three Mayors collaborating together. Leadership is rippling through all the communities.

K.Weston stated that we know the value of the wealth of information that is out there and with the three of them working so closely together they could do some outreach to the parents at the podiums.

D.Peck stated that he could go to the website and would be happy to put together a spread sheet from all schools and programs listed on the side.

K.Weston added that if we want our communities to progress, we need to get the message out there and stimulate them. Discussion took place regarding a tri-city technical brochure that would help address the gap in information.

Check out possible synergies with Chamber Education Committee activities and our programs.

D.Smith stated that she is sitting on the Chamber Education Committee and also chairing the Business Engagement Sub-Committee. That committee is doing research with local businesses and getting the sense of what businesses need. She stated that she could try and get on their agenda.

5. Other

The next scheduled meeting will be January 6, 2015.

6. Adjourn

Motion: P.Hamblett made a motion to adjourn at 12:08 p.m. Seconded by D.Barufaldi. Vote: U/A