

**NPC Industrial Maintenance and Operations Department  
Advisory Committee Meeting**

Holbrook Campus, March 3, 2011

(NOTE: Actions/contact information in **bold**.)

In attendance: Rose Lee Jacques, Von Stradling, Todd White, Kim Finch, Koren Whitmire, Jason Martineau, Lisa Aragon, Holly Nelson, Mike Caldwell, Hugh Moulton, Kenny Keith, Paul Clark, Doug Seely, Don Fisher, Karalea Cox, Liz Flake, Peggy Belknap, Ann Hilliard

Von Stradling opened the meeting with introductions and welcome. Liz Flake, new NPC Business and Industry Training Coordinator was introduced – Liz's office at NPC can set up not-for-credit onsite training in Safety, Computer Skills, Heavy Equipment Operations, Fire Science and Rescue, Medical, and other technical fields, at short notice if needed. **Liz can be reached at 928-536-6239.**

Doug Seely, chair of the Computer Information Systems department at NPC presented the new Computer and Network Support Certificate of Proficiency for A+ and N+ national/international certification. These credentials are recognized as entry level Information Systems skills. Apache County brought the demand for this education to the attention of NPC. The CIS department is working with PearsonView to make NPC a PearsonView testing center. Tests can be administered to students at our centers. Classes will be taught at White Mountain Campus and Springerville. Karalea asked all the members to contact NPC if they are at all open to internships. Even unpaid internships are helpful to get experience for students. Internships are typically set up as a one-semester program, two or three credits, 90 to 135 work hours. An NPC instructor coordinates the internship and helps the company/organization oversee student work. Matt indicated that internships could be arranged for NAVIT students for as many as four semesters. The CIS department expects to expand to other areas such as Network Security. This fills a gap in Navajo and Apache counties, as the nearest Comptia and PearsonView testing sites are in Phoenix.

Doug Fisher, NPC Fire Science Coordinator, asked the participants to step outdoors to see the new Confined Space Training Trailer. Don has 32 years experience in the Fire Service, starting in the Air Force, then working in Ann Arbor, Michigan, as a firefighter and chief, specializing in Urban Search and Rescue. He also served as safety training consultant at Michigan State University, developing curriculum and teaching safety topics for Ford Automotive plants around the U.S. He worked at the Ford/Roushe powerplant explosion in Michigan. NPC can bring the training trailer onsite to industry locations and teach both Confined Space Permitting and Entry, and Confined Space Rescue for First Responders. NPC will also offer Confined Space Technician courses this spring for trainers. Von asked whether SRP could send some of their trainers to the technician level course this spring. Answer: This first round of training is planned for fire departments and NPC faculty. Later course offerings will be available for other community members. What about NPC allowing industry – trainers to use the equipment to offer the training? The trailer and its equipment

will need to be used by NPC faculty in order to remain within the parameters of the Carl Perkins grant. **Contact Liz Flake at the number above for more information about Confined Space Training for industry.**

Participants reviewed meeting notes from September 22, 2011. No changes needed. Von announced the Open House at SRP – this evening at 6:00. NPC, NAVIT, High School students from Round Valley and St. Johns along with NPC students and spouses are invited to see the various activities and labs used for IMO courses. We have invited half a dozen previous students who are now employed at SRP to attend. Matt expressed the appreciation of NAVIT to SRP for planning this event. SRP still expects to hire steadily over the next few years and will need qualified applicants as entry-level operators.

Update on U.S. Department of Labor grant – Ann Hilliard reported that NPC is pursuing a \$1 million grant to bring to NPC a learning model for non-college-prepared students that combines basic skills – reading comprehension, writing, math, and computer literacy – with CTE programs. We have an Adult Basic Education department, but the current model is for unprepared students to go through a battery of ABE courses before progressing to college courses. Students tend to become discouraged at the slow pace of progress and they are sometimes trying to learn from the same types of materials which they encountered in high school. Using technical theory content and combining it with Adult Basic Education support will allow students to progress more quickly toward Certificates of Proficiency and associate's degrees. The question was asked whether NPC will waive entry requirements for students. Peggy Belknap answered that NPC will not water down courses; we will simply provide more assistance for students who are struggling with fractions, reading comprehension, or computer skills during regular classes. Matt – how would this apply to the four-semester NAVIT courses? Ans – First, this applies to post high school students for the first two years of the grant. NAVIT students will not be involved until year three of the study, at the earliest. NPC will work with NAVIT prior to inception of any General Education/Adult Basic Education inclusion in NAVIT classes. Kim Finch asked whether there will be two teachers in the classes. Yes – ABE teachers will probably be in classrooms half time in a couple of different courses—technical instructors and ABE instructor will plan the semester's instruction, and some topics will probably be taught by the ABE teacher. It was brought up that power plant employees need to know some chemistry. Kenny Keith said that in the new AAS in Industrial Maintenance and Operations, the faculty could steer students toward taking chemistry as their science requirement. Hugh Moulton asked whether help would be available in regular classes for students who might be falling behind. Answer: This model calls for ABE teachers to be available in the majority of CTE courses to assist anyone who is struggling.

New IMO Program: Kenny Keith reviewed the new AAS and the Certificates of Proficiency – including new certificates for Electrical and Instrumentation. Has been

fully approved and will be in the 2011-2012 Catalog. Von asked about copies of the program – Kenny will get a bunch printed for the open house tonight.

NCCER Testing Site – Kenny will work with Rose Jacques and Christopher Susag – new master trainer at APS to set up NCCER testing at NPC. Von—asked if APS is using the new NCCER Power Industry curriculum. Rose will find out and let us know. The new curriculum adds turbines, generators, and valving. and the core added a new module. SRP has started using it. Hugh said that in his classes he has had to bring in turbine generator materials on his own. New materials will be very helpful.

Facility agreements – Karalea – new access agreement has been supplied to SRP; just needed an insurance form.

Capacity – Kenny asked Kim how many students per class is the max – Kim Finch – 15 students max in operations; Hugh Moulton said 10 students in his maintenance course is about as many as he can effectively teach.

Bob Martineau has 5 new apprenticeships in electrical; Bob is teaching a PLC course on Wednesday and Thursday nights. Could Ernie Wakefield teach this? Von will get back with Kenny on this.

Von and Rose suggest that power plant members could meet prior to the meeting with NPC, possibly rotating among plants, so they could bring industry needs to NPC as a group, with action items and milestones. This allows more plant people to have input to NPC. Also, could we schedule meetings a year or more ahead? How about October, February, and April for regular meetings? The participants settled on October 5, 2011; February 1, 2012; and April 4, 2012.

Von -- do we need another meeting in 2011? This leads into another topic which several of the industry members have discussed. Perhaps we need a strategic plan for IMO? Believe the industry as a whole is headed in the same direction, so do we want to identify where we want the program as committee members in five years down the road? We could have a meeting to work on a strategic plan – perhaps a full day. The first two hours could be a training session on how NPC works, how NAVIT fits in. Then we could have presentations on the industry trends, needs, and requirements. The second half of the day would be working sessions where we would discuss ideas and figure out what NPC needs to do and when to serve the industry. We would set up one, three, and five year horizons. **Ann will send out the current strategic plan with the meeting minutes.** Also, would be most helpful to have a facilitator. Peggy – we have people at NPC who could fill this role. Von is going to look for a date in August 2011, and get back with the group. **NPC will supply a facilitator for this planning session.**

Peggy – what is the outlook for IMO program graduates now with the power plants?  
Von – we can bring in our plants' statistics about NPC grads, successes, gaps, outlook. Since last fall we have started to see the rate of retirements rise again –

throughout SRP. We had a period of six or eight months when employees were sort of hunkered down and not moving. Peggy – NPC just needs to know what the program is going to need in terms of faculty and resources in the future. Karalea – could all the power plants bring in their demographics, training plans, etc.? Kenny – right now we have 58 NPC students in the two IMO programs. Rose – yes, we do have succession plans and forecasts based on retirement eligibility down to the individual craft. Those can be action items to present the statistics of how many per plant we expect to use. Also we can let NPC know who has been hired and promoted from the IMO program.

Rose Lee Jaques told about a consortium of TEP, APS, Unisource. Rose Lee distributed some information from a PG&E in California – new programs to look at.

Strategic planning session: Late August appears to be the best time given outages, school schedules. Matt – could use the NAVIT boardroom. Or could use NPC's facilities. **Von and Rose will plan the strategic planning meeting.**

Kenny – can we come up with plan to increase enrollment? **Matt – will lead a subcommittee to discuss enrollment next year.**

Karalea announced a “Kids in the Woods” career fair for school children – date is May 4, at the dome – Round Valley High School. Seventh grade through juniors in HS are invited in the morning, with a job fair for high school seniors and the community in the afternoon.

Karalea – Northern Arizona has received a large grant to develop a regional plan for sustainability. Both counties, communities, and all three tribes are participating. Jimmy James is leader. There is corporate foundation grant money if communities have plans.

Apache County is doing a plan for a small business incubator facility – San Juan College has a model that Apache County is considering adopting. **Contact Karalea if you want to be involved, at 928-337-4768.**

There are 8 power production specialist trainee positions posted on the TEP website and 2 accountant positions.

Von – we have a couple of openings which will probably be filled internally and will thus open entry level jobs. Maybe as many as 6 positions by end of May 2011 when the shutdown is over.

Rose – we have apprenticeship openings at APS.