



December 11, 2007 Meeting Minutes

Introduction & Opening:

The December meeting was held at the New Braunfels Chamber of Commerce in Honors Hall. The New Braunfels Herald-Zeitung hosted the meeting. Paul Webber opened the meeting by welcoming members and guests.

Member companies present were: Ashley Furniture, Cemex, Checks In The Mail, Comal ISD, Detex, Fed Ex Service, Great American Products, Hawkins Personnel, NB Chamber of Commerce, NB Herald-Zeitung, NBU, Priority Personnel, Star Manufacturing, T-Bar M and TXI

Guests present were: Ameriquip and Wal-Mart

Thank you to Herald-Zeitung for the bottled beverages, Hawkins Personnel for the openers for the bottled beverages and T-Bar M for the paper clip holders.

Officer Reports:

Paul updated the members on the current financial status for the organization. NBMA paid \$255 towards the cost of accuplacer tests at CTTC. Next month is the annual business meeting. Topics for the meeting will be to review any proposed by-law changes, scholarship guidelines, review dues and elect officers for 2008. Officers must be from a voting (manufacturing) member. Send nominations for officers to Barry or Paul.

Committee Reports:

- Membership:
 - o No report

- Fundraising:
 - o No Report

- Scholarship:
 - o There is an open vote for a limited scholarship for Veronica Hansmann. The voting closes this week.
 - o There is one application received for a non-CTTC student. The scholarship committee needs to have a meeting with the board to see if we should accept this application and possibly change the scholarship guidelines which currently restrict the organization to CTTC students.

CTTC Report:

Rusty presented a promotional video tape for the MTA and ITSA academies for ACCU. CTTC will be adding the ITSA program in 2008. There are currently 10 students in the MTA program. Only 2 of them have internships for the summer. The other 8 need companies to sign-up to host their internships. Attached to these minutes is a handout for the MTA internships.

Featured Program:

Doug Toney introduced the staff for the Herald-Zeitung. Doug had a satirical summary of a recent study results from the city council on tourism. By the results, river tourism is a "loss-leader". Sales tax revenues from river tourism cover about one week of the cost for river security and clean-up. Tourism is important to the city, but New Braunfels needs to be selective on what is allowed to protect the area.

New Braunfels has added 5,000 jobs in the last five years. The city still needs to increase the retail sector to keep the earnings in the community. This will help balance the economy.

Doug recognized NBMA for the positive image and the growth that the organization has achieved in the last few years. Doug recognized TXI for being an outstanding example of a community partner. Lastly Doug recognized Rusty and the Chamber for their work and being one of the most effective chamber of commerce in the country as noted by a national consultant.

Chamber Report:

The new addition to the civic center will be open for the January 25 banquet. The renovation of the old civic center is scheduled to be completed by March. The civic center has been actively pursuing conventions and has been successful in signing multi-year events for various organizations. The Creekside development is underway and the 306 extension to 1101 is in progress.

Next Meeting:

The next meeting will be held on January 15, 2008. this will be the annual business meeting and officer elections. A location has not been decided and will be announced at a later date.

Respectfully submitted: Paul W. Webber, Secretary/Treasurer

Manufacturing Technology Academy (MTA)

Frequently Asked Questions About Internships

What is the Manufacturing Technology Academy (MTA)?

SAMA in partnership with local government, independent school districts, and the Alamo Community College created a dual credit Manufacturing Technology Academy targeting high school juniors and seniors. The program introduces students to the technologies involved in manufacturing while imparting important work place habits. Students in the program earn college credit for the manufacturing technology courses taught by the community college. Your SAMA organization assisted the community college in creating a curriculum reflecting the needs of our diverse manufacturing community.

When do the students accomplish their internship?

Part of the SAMA membership commitment to this program requires our member companies to host a student as an intern between their Junior and Senior years.

How long is the internship? 8 weeks (320 hours) – Monday – Friday 40 hour work week

How much do the students get paid? Minimum \$7.00 an hour

How old are the student interns? 16 and 17 year old (juniors in high school)

What about insurance for the interns?

When we investigated this issue for the first intern class the insurers consulted came back with the following points:

- a. Well supervised interns at age 17 will not present a problem provided they are not assigned to "hazardous" duties by OSHA standards.
- b. Manufacturers should consult with their insurance carrier and their safety experts. Activities classed as hazardous at that time involved exposure to guillotine blades, brake presses, etc.
- c. An intern sponsor must have an established safety program.
- d. The interns should be able to use equipment similar to which they have had classroom instruction provided it is well supervised.

Typically, sponsors have assigned interns to well supervised duties within their training regimen including inspection, light maintenance, process control laboratories, production control, etc.

****Student must be covered under Workman's Comp or the company general liability insurance.**

How do the students get to work? Students provide their own transportation.

What type of preparation do we need to do before the students start their intern program?

- Complete an Memorandum of Understanding
- Complete a training plan (what the intern will do):
NOTE: The training plan will be reviewed by instructor of record and chairman as the intern will be receiving college credit.
- Complete employer contact information:
 1. Address
 2. Supervisor name and number
 3. Directions to company
 4. Hourly wage
 5. Work Hours
 6. Will intern need safety shoes
 7. Will intern do a drug screening and background check.
- 10 minute presentation (on the company and expectations) to students prior to internship selection.

Before the internship is completed all documentation will submitted by industry partner:

1. student grade evaluation
2. verification of wages
3. program evaluation
4. completed training plan (supervisor/intern initial)
5. Students will complete a job analysis form and student program evaluation form.

Once training plan and employer contact information is on file, it is easy to update the following year.



MANUFACTURING TECHNOLOGY
ACADEMY

2008 Internships Survey

Company Name: _____

Please complete the following questions and return to Ernest Gil, Jr. via email
egil10@mail.accd.edu or fax at 932-5782.

1. Will you be able to participate in the MTA internship from June 16, 2008 to August 8, 2008? Yes _____ No _____
2. How many interns will you be able to accommodate? _____
3. Will you be able to place the graduates that worked in the 2008 internship at your company? Yes _____ No _____
4. How many graduates will you be able to place? _____
5. Please list any other company that might be interested in participating in 2008 MTA internship program.

Company name: _____ Contact Person: _____

Telephone number: _____ Email address: _____

Comments: _____

Thank your for supporting and participating in the Manufacturing Technology Academy.