

# Hamilton County ESC

## Business Advisory Council Plan: Academic Year 2019-20

Mission: To help school districts develop a better understanding of employment skills training and career development.

Membership:

### 2018-19 Hamilton County ESC Supported Districts:

Districts Represented		
Deer Park City Schools	Finneytown Local Schools	Forest Hills School District
Indian Hill Exempted Village Schools	Lockland City Schools	Madeira City Schools
Mount Healthy City Schools	North College Hill City Schools	Northwest Local Schools
Norwood City Schools	Oak Hills Local Schools	Reading City Schools
St. Bernard Elmwood Place City Schools	Three Rivers Local Schools	Winton Woods City Schools
Wyoming City Schools	Princeton City Schools	

*Note: Copy and paste rows as needed and delete this text.*

### 2018-19 Hamilton County ESC/ Great Oaks Business Advisory Council Members:

Member	Employer	Industry
Rich Arnold	Saxon Consultants Senior Solutions	Financial
Kevin Boys	Southern State Community College	Higher Education
Brian Campbell	Messer Construction	Construction
Melissa Elmore	Highland County Chamber of Commerce	Business and Industry
Julie Fite	Fifth Third Bank	Financial
Bobby Gayol	Jack Sweeney Automotive	Automotive Retail Sales/ Mechanic
John Halpin	Retired Proctor and Gamble	Industry
Greg Hyland	Cooper Electric	Electricians
Alan Jones	AR Jones, Inc.	Security
Dave Podmeyer	Continental Mineral	Mineral Processing
Jonathan Theders	Risk Source-Clark Theders	Insurance
Rick Theders	Risk Source-Clark Theders	Insurance

*Note: Copy and paste rows as needed and delete this text.*

### Schedule of Meetings

The Hamilton County ESC Business Advisory Council meets on a quarterly basis. The planned meeting dates for the 2018-19 school year include:

Date 1: September 17, 2019	Date 2: December 17, 2019
Date 3: February 18, 2020	Date 4: April 16, 2020

**Responsibilities:** The Council fosters cooperation among schools, businesses, and the communities they serve to ensure the work of educators aligns with the needs of businesses. Outcomes of this cooperative effort include but are not limited to raising awareness of educators about the local labor market, promoting work-based experiences within businesses, and helping students prepare for successful learning and employment opportunities. In accordance with [Ohio Revised Code \(ORC\) 3313.82](#) and [ORC 3313.821](#) in this template.

**Delineation of Employment Skills:** The business advisory council will utilize research from the Great Oaks Career Center on employment skill. They will share their results from their “Measuring Professional Skills” assessment. Information will be shared with member districts on how to develop similar assessments in their districts.

The business advisory council will also have informal conversations with business members related to employment skills which are needed in their workforce.

1. Project.: *Measuring Professional Skills*
  - a. Description: *This assessment includes drug screening information, attendance, timeliness, conduct, and employment skills inventory.*
  - b. Goal/Expected Outcome: *The outcome from the formal and informal assessments will help inform the development of a curriculum for districts to utilize.*

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
<i>What action steps are required to meet the goal or expected outcome?</i>	<i>Who will complete the task?</i>	<i>By when?</i>	<i>What do you need to complete this step? (People, money, tools, etc.)</i>	<i>What could get in the way of this task completion?  How will you overcome these barriers?</i>	<i>What is the desired outcome of this task?  How will you measure success?</i>
Measuring Professional Skills Assessment Data	Great Oaks Career Center	December 2019	Skills Assessment, Administration share data from 18-19	If assessment data is not available based on participants.	Data regarding student participation and employment.
Business Professionals Discussion	Business Council Partners	December 2019	Great Oaks Business Advisory Council Members		Key professional skills identified

*Note: Copy and paste the provided framework and continue to list additional projects/initiatives/events used to determine employability skills as needed.*

**Development of a Curriculum to Instill Employment Skills:** Each district will share their current curriculum and/or activities for development of employment skills and career exploration.

1. Project/Initiative/Event Name: *Employment Skills and Career Exploration Curriculum*
  - a. Description: *Using the collective resources of multiple districts and the Great Oaks Career Center the business advisory council will look for best practices.*
  - b. Goal/Expected Outcome: *The goal is to create equity across school districts for employment skills training and career exploration.*

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Data Gathering	Each member school district	March 2020	Each district must provide information regarding their current career curriculum.	Some districts may not have a curriculum developed. May be difficult to track.	Best practices across our region.
Analysis of Curriculum	Great Oaks Business Advisory Council	May 2020	Great Oaks Business Advisory Council Members	Ability to assemble group to review information.	Summary of findings

*Note: Copy and paste the provided framework and continue to list additional projects/initiatives/events used to develop curriculum to instill employability skills as needed.*

Event and activities to target for each district will be:

Speaker Series	Business Training Centers	Career Expos
Job Shadowing	Career Exploration Courses	Site Visits
OhioMeansJobs	Work-based Learning	Internships
WIOA CCMEP	Mentoring Programs	Career Pathways

**Changes in the Economy, Job Market and Future Job Availability:** Utilizing business partners, districts will learn about the economy and job market.

1. Project: *Southwest Ohio Employment and Economy Review*
  - a. Description: *The business advisory council will share current employment trends in Southwest Ohio and Beyond. In conjunction with Clermont County Chamber of Commerce, we will invite all participants to annual economic update meeting.*
  - b. Goal/Expected Outcome: *(Insert Outcome)*

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Job Market	Great Oaks Business Advisory Council	May 2020	Need to contract with UC Economics Center	Funding  Potential for donations	Direction for student focus in career fields.  Data on Employment and Job Market
Economic Forecasting	Great Oaks Business Advisory Council	May 2020	Flyers for event	Attendance at Economics Breakfast  Summary of information shared	

*Note: Copy and paste the provided framework, and continue to list additional projects/initiatives/events used to identify changes in the economy, job market and future job availability, as needed, and delete this text.*

**Developing Relationships:** Offer assistance in partnering schools with local businesses.

1. Initiative Name: *Business Partner Development*
  - a. Description: *Identify business partners to support school districts.*
  - b. Goal/Expected Outcome: *(Insert Outcome)*

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
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Business Partner List	Great Oaks Exploration Specialist	December 2020	Business Partners  District contacts	Business contacts that have changed  Process for determining any changes	Distribution and contact list for districts  School utilization of business contacts
Business Partner Presentations	Great Oaks Business Advisory Council	May 2020	Business Partners  District contacts	Lack of involvement of business partners  Needs assessment of districts to determine potential businesses	Solutions to help with career exploration and/or mentorships  Summary of potential solutions and/or programs

*Note: Copy and paste the provided framework and continue to list additional projects/initiatives/events used to identify relationship development opportunities between businesses, labor organizations and educational personnel as needed.*