ADVISORY MINUTES FOR TOYOTA T-TEN PROGRAM
SHORELINE COMMUNITY COLLEGE
APRIL 7, 2009

ATTENDEES

Matt Spitzer  Shoreline Community College
Larry Armstrong  Bob Bridge Toyota\nRalph Allmand  Toyota of Seattle
John Knisley  Wilson Toyota
Brad Springer  Wilson Toyota
Dave Nelson  Toyota Motor Sales, Portland Region
Randy Jager  Foothills Toyota
Steven Thompson  Toyota of Bellevue
Kevin Nelson  Toyota of Bellevue
Dan Warshawer  Toyota of Bellevue
Brian Coward  Toyota of Bellevue
Chris Crumby  Toyota Motor Sales, Portland Region
Dave Bora  Toyota Motor Sales, Portland Region
Ken Fritts  Toyota Motor Sales, Portland Region
Jody Donker  Toyota Motor Sales, Portland Region
Brian Hebert  Toyota Motor Sales, Portland Region

The meeting was held at Toyota of Bellevue

The meeting was called to order at 11:15am

Matt Spitzer apologized that Don Schultz, the interim automotive director could not be at the meeting due to a conflicting meeting with the contractor for the Automotive addition at Shoreline. The construction is on schedule to start in mid April and demolition will probably start in about one week.

Matt Spitzer presented the program update.
    Shoreline will be hosting the Recognition Event for winning the 2009 Recognition Award. All of the mentors and their family members will be hosted at the April 19 Mariners game in appreciation of everything that they do. Tickets have been disbursed.

    There was no Professional Certificate (Fast Track) program run this winter due to low enrollment due to the economy. Several dealers are very interested in doing it next time. The new building will give us more flexibility in finding someone besides Matt to teach the program in that they could use one of the ‘quads’ just about any time of the year. By doing that, the program could be customized to a schedule that works best for the dealers. Currently the only feasible time for the class to be taught is on Saturdays in the Winter. We would be looking to possibly do one week blocks once the building is built and someone else could teach it.
Certificates for completers of the T-TEN program will be approved this Spring by the College. That means that not all T-TEN students will need to complete a degree in order for the State to see them as a completer, now all students will be completers which will help the funding for the College.

Toyota will launch a T-TEN Portal soon which will be accessed from the TIS system. A T-TEN tab will be added at the top of the screen. This will serve many purposes, but the service Manager will be able to access their students training record at any time, the students will be able to see their record and have all the appropriate links at any time. This should be an awesome tool to use in evaluations and make lots of unnecessary conversations go away.

Matt Spitzer showed the group a flow chart that he developed simplifying the entry process to T-TEN. The flow chart is designed to help people unfamiliar with the program on what is the best way to enter the program. Important pieces being the mentor recommendation and Service manager sign off on the student entering the program. The final sit down conversation matching expectations with reality has proven to be very valuable. Coming in the future will be a guide to help everyone understand the expectations of a T-TEN graduate. Matt will conduct interviews with Managers on the next few rounds of visits to better nail this down.

T-TEN enrollment is down currently, through the discussion with managers over the last six months, everyone is on board with wanting the program. The problem is that the amount of work in the shops limits their ability to invest in having students work in the shop. Also the pool of applicants which has traditionally come from the lube techs has dried up due to the fact that a traditionally high turnover job has not been turning over. Matt discussed that in the near future, although he does not want to, he will have to enroll students prior to their placement in a dealership. The next best scenario is that the dealer will interview and give their stamp of approval that they would hire this person.

Ken Fritts mentioned that he knows times are tight but any support that can be given to the program would be greatly appreciated. We do not want the back to back resource of being able to send students at any time to go away. The group agreed, Matt will continue to work through the Spring and Summer to fill Fall quarter which has the most glaring need.

The previous minutes were approved with no discussion.

Meeting was adjourned at 12:25 pm