Toyota Advisory Committee Meeting Minutes  December 5, 2006

Members present:

Andrew Passage    T-TEN Area Manager
Ken Fritts     Toyota Portland Region
Randy Jager     Foothills Toyota
Scott Markley     Michaels Toyota
Terry McCoy     Burien Toyota
John Knisley     Rodland Toyota
Jerry Railsback     Toyota of Seattle
Jody Donker     Toyota Portland Region
Jeff Pakar     Burien Toyota
Russ MCDuffie     Toyota of Lake City

College Members Present:

Matt Spitzer     T-TEN Instructor
Peter Calkins     Director Automotive and Manufacturing Programs

Meeting was called to order at 11:30 am.

The minutes from the April 25, 2006 Advisory Meeting were reviewed and approved by the committee.

Randy Jager Introduced Matt Spitzer the Instructor from Shorleine Community College.

The current class was discussed, the students are currently studying Brakes (552), Suspension (453) and Manual Transmissions (302).

Following a recommendation from previous meeting, Matt has registered all of his students for ASE tests and are currently awaiting results. Toyota pays for 8 ASE tests and 4 registrations while the student is in the program.

Matt mentioned that Shoreline has applied for the T-TEN Recognition Award that is awarded to the top 10 T-TEN programs in the nation (out of 53), he will keep everyone in the loop about their status.
Matt passed out and talked to everyone about current enrollment, our target for students is 12 per quarter and right now the only openings are for FALL 2007 and after. This can be used as a tool for Service Managers when interviewing a prospective T-TEN student.

Matt passed out the T-TEN pre-test so that Service Managers could see the type of questions that students are asked prior to entry.

Matt discussed recruiting and told the dealers that he would be encouraging that they interview prospective students at length and run them as employees until they are comfortable about sponsoring them as T-TEN students.

Matt encouraged all of the dealers to visit their local High School programs and he offered to visit the programs with them. Randy Jager of Foothills Toyota mentioned that this approach worked really well for him and that he has three really good employees from that one visit with Matt. Randy also encouraged the other Managers to not have their T-TEN students on the lube rack, he tried that once upon a time and putting his students with a mentor in the shop is paying benefits not only for the students but for his mentors as well. Ken Fritts offered Randy large amounts of cash for his positive words.

Matt set the graduation date for the next class of grads for August 16, 2007.

Matt said that he would come around with the Fall Action Plan for Service Managers to indicate how many T-TEN interns they would want in the following year.

Matt asked if there were any questions or further items to be discussed, none noted.

Meeting was adjourned at 12:15.