

Stakeholder Advisory Board Meeting

October 23, 2020

Attending via conference call were:

Landon Boyd, Chairman

Cory Rayburn

Michael Berry

Mark Masters

Brandt Lane

Frank Gipson

Marc Mastronardi

Ben Ruzowicz

Jennifer Standridge

B. Ruzowicz presented the minutes from the last meeting for SAB approval. F. Gipson made the motion to approve. C. Rayburn seconded the motion and SAB members voted to approve the minutes.

B. Ruzowicz presented trainer applicant information on Benjamin Presley. Mr Presley has passed the Trainer exam. M. Mastronardi made a motion to approve. F. Gipson seconded the motion and the SAB voted to approve Mr. Presley.

B. Ruzowicz presented the GSWCC's plan for holding remote learning classes and asked for SAB member feedback. After discussion, the SAB suggested to the following:

Limit class size to 25.

Provide Trainers with a link to a tutorial on how to host a class using the Zoom platform.

Trainers will obtain the participants personal ID number prior to being given the Zoom course link/code.

Trainers will provide the link to the course materials prior to the course.

Trainers will schedule courses 14 days in advance.

Participants must have video enabled.

Trainers will encourage students to mute their microphone and utilize the "chat box" option. The trainers can then go over the questions in the chat box during Q&A time.

Trainers must call roll at the beginning & periodically throughout the course to verify that students are present and engaged in the course.

GSWCC will make the statement that Zoom is the preferred platform but that others could possibly be used after being reviewed by GSWCC.

Remote learning will be done on a trial basis.

B. Ruzowicz will outline the above changes in an official policy/procedure document and send it out to trainers in the next 2 weeks.

SAB Member approval. B. Ruzowicz previously provided the SAB with information for Betty Jean Jordan. Mrs. Jordan would fill the open Engineering & Design Community position on the Board. The SAB agreed to forward Mrs. Jordan's information to the Governor's office for approval.

F. Gipson made the motion to adjourn the meeting and it was seconded by C. Rayburn.

Minutes recorded & submitted by Jennifer Standridge 10/23/2020