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*Helena College Mission:*

*Helena College supports our diverse community by providing the paths and tools necessary to assist learners in achieving their educational and career goals.*

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**Automotive Advisory Board Meeting  
Wednesday, September 25<sup>th</sup>, 2024 1:00 p.m. APC Lecture Hall**

**I. Introductions:**

**Automotive Advisory Board Members:**

Adam Schiedermayer- Helena Motors  
John Johnson – Placer Subaru  
Howard Reed – Lithia Chrysler Dodge  
Nick Hofferber – Hoff’s Automotive  
Bruce Knudsen – MT Auto Dealers Association  
Jillian March – MT Auto Dealers Association  
Ronnie Robertson – Helena High School

**Helena College Employees:**

Sandra Bauman – Dean/CEO  
Stephanie Hunthausen – Executive Director of CTE  
Dave Jones – Automotive Instructor  
Jason Mogensen – Automotive Instructor  
Kathy Mortimore – CTE Advisor and Career Specialist  
Melissa Mousel – Program Manager – CTE

**II. Program/Department Updates**

- Jason Mogensen – new instructor
- Update of Helena College Auto Program:
  - with the extended time that it took to find a new Auto instructor, Helena College, did not offer a first-year class last year. This year we are only offering the first-year class. We are back on track to offer the 2<sup>nd</sup> year automotive in the Fall of 2025.
  - the automotive enrollment for Fall 2024 is at 16 students, which is the cap for that cohort.
- Recruitment activities: Manufacturing & Mechanics Night, Student Shadowing, tours
- Helena High Updates:
  - got an alignment machine.
  - may be increasing the sections for Auto 1
  - Will be bringing their classes to tour HC in a couple weeks.

### III. Topics for Discussion

#### A. Student Preparation:

- When is the best time to start new students in your shops? How many student employees could you take at this time?
  - partnership agreements are solely used as a guideline between Helena College and the employer.
  - employers will generally start students on lube racks.
  - at this time 6 of our students have expressed interest in getting a job now (some are already employed).
  - this year's class has a variety of different experience/skills levels.
  - we will give the students the employer's contact information so that they can set up job interviews when ready to be in the industry.
  - students should come in with a resume for interviews.
- Are any changes needed in our curriculum or program offerings? If so, what do you suggest?
  - soft skills.
  - the ability to look stuff up...specific procedures for certain autos.

#### B. Upcoming needs:

- What trends, in technology or other areas, do you see in your industry that may require new skill sets for workers?
  - electric vehicles knowledge. This is proving to be a slower change in Montana.
- How do you advertise for/recruit new employees? How can we connect you with our students?
  - Helena College uses Handshake and can display flyers for job openings.
  - employers use corporate, Indeed, website, etc.

#### C. Other:

- Are there other people or employers you would recommend for this advisory board?
  - none mentioned at this time.
- Does a fall or spring annual meeting work better in your schedules?
  - fall is the preference: late Sept seems to be the best time.
  - it was suggested to conduct a doodle poll.

### IV. Wrap up and Summary of Takeaways

- Partnership agreement and work-based learning: There is a definite need for automotive technicians in and around the Helena area. Helena College's automotive partners are willing and able to work with students to get on-the-job experience while they are students at Helena College.
- High school partnership: Employers and educators like the idea of combining the high school advisory board meetings with the Helena College meeting. We will encourage Capital High School to attend next year's meeting.