

# *Supply Chain Management Business Partnership Council Meeting (SMC-BPC) Minutes*

Wednesday, July 18, 2018

10:00 pm – 11:30 pm

ETA 101

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## **ITEM 1. Welcome**

Discussion: Vice-Chair, Michael Banfe, opened the meeting and welcomed members and guests at 10:05 am.

Data Source: N/A

Action: N/A

## **ITEM 2. Approval of Minutes - May 23, 2018 Meeting**

Discussion: Minutes were not approved from May 23, 2018 meeting due to lack of quorum.

Data Source: N/A

Action: Jenny will send minutes via email to attain electronically votes (e-vote) from members.

**Jenny was able to acquire an e-vote from the members via email.**

**Motion offered by Rick Murrell, seconded by Michael Banfe**

**Vote: All in favor. None opposed N/A**

## **ITEM 3. Old Business**

Discussion: ***Outreach Efforts***

- Jenny shared the following outreach efforts:
  - Information sessions
  - Blast email to over 2000 students
  - Social media
  - Classroom visits.
- Ana suggested creating Youtube Videos.
  - Videos should include testimonials from workers, members, and possible past students. Also, this type of outreach effort will help target the Millennium and Generation X Groups.
- Rick suggested visiting the high school in the Riviera Beach Area and south county areas as a priority.
  - BPC members are encouraged to attend high school visits with PB State College representatives
- Crinston Murray suggested attending the Battle Assembly for the local Army Reservists.
  - He mentioned that it is a potential opportunity to present the programs for soldiers.
- Mike Romaine suggested scholarship or tuition reimbursement opportunities be

- investigated so the BPC is aware of the potential.
- Mike Banfe suggested site visits to our local places of business.

### ***Program Status***

- Jenny shared an update on the enrollment of the class.
  - Three (3) students were enrolled for the Fall Semester. As part of the initiative to grow the program.
  - Class will only be run with six (6) or more students.

Data Source: N/A

### **ACTION(S):**

#### ***Outreach Efforts***

- Jenny Posadas to coordinate with the Recruitment and Dual Enrollment to provide the BPC a list of high schools, the towns they are in, and dates of scheduled visits. Action due date is **08/07/2018**
- Jenny Posadas will check with CRM regarding the feasibility of creating YouTube videos. **08/07/2018**
- Crisnton Murray will send the dates of the Battle Assembly to Jenny, and she will distribute to the members. Action due date is **08/07/2018**
- Jenny Posadas will invite Ana Thomas from Foundation to discuss the process of donating funds for scholarships. Action due date is **07/25/2018**

### ***Program Status***

- Jenny will continue promoting the program by the outreach efforts that are established.

## **ITEM 4.**

### **Open Topics**

Discussion:

#### ***BPC Goals and Objectives for 2018-2019***

- Members set up two (2) goals for the upcoming year
  - Continue expanding the outreach efforts
  - Refine and expand the curriculum based on feedback.

#### ***Non-active Members***

- Jenny reached out to the non-active BPC members
  - Manual Almira withdrew from the committee due to his schedule
  - Warren Newell indicated via email that he is interested in the council and will be involved.
  - Vanessa Kozakov has not replied
- Members suggested recruiting the following:
  - ~~Bob Baler~~ **Carl Baker** from Port of Palm Beach
  - A representative from both Florida Crystal and NextEra Companies.
- Motion put forth by Rick Murrell and Mike Banfe to add Ken McKinney as a member of our Business Partnership Council and remove Vanessa Kozakov.

Data Source: N/A

**ACTION(S):**     ***BPC Goals and Objectives for 2018-2019***

- No action taken.

***Non-active Members***

- Jenny Posadas to contact Ken McKinney for his photo and biography. Jenny will work to get Ken approved by PB State College. Once approved by the college Jenny to request vote from the council to make Ken an official BPC member. Action due date is **08/31/2018**
- Jenny will recruit Bob Balcer from Port of Palm Beach. Action due date is **07/25/2018**

**ITEM 5. Next Meeting Date**

Discussion:           Wednesday, September 12, 2018 at 10:00 am-11:30 a.m. It will be at the ETA Building, room 101.  
Data Source:         N/A  
Action:                Jenny will send a calendar invite.

**ITEM 6. Adjourn**

Discussion:           Meeting adjourned at 11:20 pm.  
Data Source:         N/A  
Action:                N/A

**VOTING MEMBERS:**

Michael Banfe, Project Engineering Manager, Lockheed Martin  
Rick Murrell, SVP, Managing, Tropical Shipping  
Ana Sasmiresan, Area Vice President, Randstad US - In-house Services  
Michael M. Romaine, Global Supply Chain Leader, Power System Manufacturing

**BUSINESS AND COMPUTERS SCIENCE DEPARTMENT TEAM:**

Jenny L. Posadas – Program Director – Palm Beach State College  
Lashonda Johnson – Administrative Assistant – Palm Beach State College

**GUESTS:**

Karen Handy, Student Development Advisor II – Palm Beach State College  
Suzanne Prior, Career Development Advisor II – Palm Beach State College  
Crinston M. Murray, Student Development Advisor II – Palm Beach State College  
Teresa Moglia, Adjunct Instructor, Supply Chain Management, Palm Beach State College  
Ken McKinney

Submitted by: Jenny L. Posadas  
Scribe