**Minutes for Business & Industry key advisory group 29th March 2011**

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| Date 29th March 2011 | Start Time: 3.00pm  |
| Venue: Caboolture State High School  | Chair Person: Ian Hutchinson |
| Attendees: I. Hutchinson, Wayne Boesmans, Andrew Quain, Cameron Leeder, Glenn English, Steve Hogan, Joe Proctor, Tom McCue  |
| Apologies: Kris McCue, Jim Box, Janelle Amos, George Goves.  |
| Minute Taker: Tom McCue |

**Broad agenda:** ‘Willing Employer’ data base ,Raising awareness about school based traineeships and apprenticeships. (outcomes and actions in **bold**)

Joe Proctor shared his current strategy with the group, of making targeted workplace visits around workforce planning. He is working on SAT’s and is attempting to establish best practice in this regard.

**He has a presentation that he makes to organisations and Wayne Boesmans from MBRC and Andrew Quain (RDA) have offered to place the presentation on their websites**

There was discussion around Joe having access to Chamber of Commerce breakfasts to present. Wayne Boesmans and Andrew Quain can provide access to these groups.

 Joe was advised to select his targets carefully and strategically.

**QYIL will meet with Joe to assist in the planning and timing of these events and feedback to the group**

It was also suggested that the presentation be made to CSQ, HIA, MSQ, and larger businesses and industries who tend to be more proactive around these initiatives. This was not followed up.

(Who can arrange introductions for Joe, or does he even require this**? QYIL will meet with Joe to discuss).**

Further to this, an opportunity was identified by Steve Hogan for Joe to visit selected schools with a proactive AAC, OR convene a meeting of all SATs teachers across the region to inform them of best practice. (Maybe at a Senior Phase Forum). **QYIL and Joe will discuss that.**

**Wayne Boesmans suggested that the region’s TTC’s etc could be promoted via Council’s website. This is a great idea. How do we move this one forward??**

**Discussion re a data base of willing employers:** Steve Hogan will track down the new list of employers from the jobs expo and send to **QYIL, who will use this and other employer registers to compile a list for schools.**

Perhaps Joe could help to identify these as he presents to chambers of Commerce, etc?

**Glenn English will have a discussion with Terry O’Hanlon Rose to get access to larger businesses in fabrication and building & construction and share with Joe & QYIL, who will add to the employer list.**

**Other suggestions to consider include:**

* Greater industry school interaction
* Involve Vet Network (Joe’s area) as a school’s target
* Involve Chambers of Commerce and larger businesses

Thank you all for your attendance. Participation and offers of assistance to help build this partnership. It is beginning to come together.

 Thank you to Joe for his kind offer to take a leading role, and also to Ian Hutchinson for the cooks tour of the Civil facility and the great afternoon tea.

Thank you also to Cam Leeder from the Smith Family Partnership brokers who provided some information for Caboolture State High School regarding potential funding methods for the Civil centre.

 This has been passed on to the Principal, Mr Jim Box.

 Meeting closed 4.45pm.

 Tom McCue

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| Meeting Closed: | Date Next Meeting: |
| Venue: | Chair: |

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