**Minutes**

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| Date: 1st Sept 2011 | Start Time: 3.45pm  |
| Venue: Morayfield TTC  | Chair Person: Ken Simpson  |
| Attendees: Matthew Neil, Joe Proctor, Chris Gater, Helen Pawson, John Dimmick, Brian Smith,  |
| Apologies: S. Armstrong, K. McCue  |
| Minute Taker: T McCue |

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| **Item** | **Agenda Item** | **Responsibility** |
|  | **Student Survey:**Helen Pawson (CBSHS) tabled the student career survey and gained broad agreement that the data would be valuable. Ken Simpson suggested a sample of students across all schools At our next meeting, we will decide the following: **Who will we survey (Student yr level,) What will we ask and when will we administer it to the targeted students.** | H. Pawson |
| **2.** | **Presentation of partnership offer**. Busy@Work supported at the forum by DETA, SSQ and other industries and business’. This item included all other agenda items and was dealt with as one issue. | J ProctorB SmithT McCue |
| **3.** | **Morayfield SHS, MSQ, CA, SCIT and RV Industry partnership**Ken Simpson reported on the success of the MSHS partnership with MSQ, the RV industry, Sunshine Coast TAFE & Caravanning Au in creating direct pathways to the Caravan manufacturing industry at Burpengary | K. Simpson |
| **4.** | Dealt with **the Busy partnership** and gave it support to go ahead in term IV. * There will be a meeting of DETA & Busy on Monday 5th Sept to sort out roles and attendees.
* Ken Simpson (MSHS) is responsible for identifying the date, Brian Smith( from Busy) will supply data base of willing employers.
* Joe Proctor will engage Skilling Solutions QLD as a contributor.
* Chris Gater,( Mueller) offered their facility on 23rd Nov, depending on availability.
* John Dimmick (Grace Lutheran) was in attendance and has requested membership of the group.
 | B Smith. |
| **Meeting closed 5.10pm****Next Meeting:**  |  |