

**Minutes of the Education Committee Conference Call  
Sept. 28<sup>th</sup>, 2008  
By: Richard Smith, Executive Director**

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**Members Present:**

Mike Gilmore – Chair  
Steve Bushway  
Jerry Frisch  
John McDougal  
Glen Overk  
Norbert Senf

Dick Smith welcomed everyone and explained the agenda. Then turned meeting over to Mike Gilmore to chair. Mike basically called the meeting to order.

Dick Smith volunteered to take minutes.

Mike opened with letting Dick explain the need for a log book for certified mason's continued education. There was some discussion about Mike getting log books from other organizations. Dick stated he'd like to hand out log books at Wildacres. Mike will get examples of log books and Dick and Mike will work on a log book.

Jerry Frisch made a motion that MHA adopt a log book program for continuing education documentation to be sent to the Executive Director every 5 years as per our current Heater Mason's Reference Manual. **John McDougal seconded. Passed Unanimously.**

Goals of the Education Committee were discussed. Steve Bushway stated that MHA should develop a system where people have access to training and information. Make the access portable, being able to take it on the road. Norbert thought a modular approach should be used starting at the basics. Steve felt the information needed to come from a reliable and respected source. Everyone agreed. Mike felt we need a curriculum that identifies the needs, and then develop an Occupational Analysis, test, and finally test. Mike then went on to ask about certification for various types of heaters. After some discussion, it was felt that this might be something to look at further down the road.

John brought up the point that everyone is getting some information, actually a lot of information, some old and some new. MHA needs to get a core group together to develop some norms (absolutes). Then meet a sit down (maybe a facilitator) and come up with a curriculum everyone agrees on. John also mentioned the college in Perth that he is associated with and their desire to work with MHA. He will continue to work with Algonquin College and see how their curriculum might help MHA.

Norbert then discussed the use of video and the possibility of using it in the modular approach. Maybe MHA could sell them in the bookstore. Everyone agreed it was a good approach. Norbert will look further into it.

Dick brought up the need to have education for new members or members who are not certified. Glenn brought up the possibility of having a “basic class” for them at Wildacres, maybe while the business meeting is going on. Some discussion and everyone agreed that broad education is also necessary.

Dick then summarized what he understands everyone is doing:

**Mike and John** are going to work together on the curriculum and Occupational Analysis.

**Norbert** is going to look into the cost of video production of workshops, classes, etc.

**Glen and Steve** are going to work on basic education classes for new members (and old) at the annual meeting at Wildacres.

**Dick** is going to look into grants available in the U.S.

Discussion was brief on the Occupational Analysis that Mike Gilmore had developed and proposed. Everyone agreed that Mike had done a great job and voiced their appreciation. Steve Bushway had emailed his suggestions just prior to the meeting and it was decided that everyone should read, study, and make suggestions to Mike about the Occupational Analysis. The Analysis will be further discussed at the next meeting.

**The next meeting is scheduled for Sunday, Nov. 2<sup>nd</sup>, at 7 p.m. (central standard time).**

Dick and Mike thanked everyone for their time and work.

Submitted by:  
Richard Smith  
Executive Director  
Sept. 29<sup>th</sup>, 2008