

LAKE TAHOE ADULT EDUCATION CONSORTIUM

02/11/16

10:00am – 12:00pm

LTCC Board Room
and Conference Call:

888-450-4821

Passcode: 697147

Facilitator: Michael Ward

Recorder: Lori Thorne

Partners:

Bob Albrecht, Maxine Alper, Amber Aneloski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Virginia Berry, Rich Bodine, April Boyd, John Brase, Kristin Brinks, Jeremy Brown, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Lt. Eslick, Jane Flavin, Lisa Foley, Laura Fruitman, Sue Gochis, B Gorman, Bob Grant, Koko Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, April Kerwin, Ivone Larson, Maria Luquin, Ed Manansala, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katherine Miller, Sabrina Owen, Jenna Palacio, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brandon Reed, Shane Reynolds, Brian Richart, Michelle Risdon, Andrea Salazar, Melinda Stearns, Kim Stephenson, Rebecca Strmiska, Gary Sutherland, Amber Tanaka, Tessa Thomas, Treva Thomas, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Pete Van Arnum, Michael Ward, Brian Williams, Jenny Wilson, Jude Wood, James Woods

Present:

Renee Lynch, B Gorman, Marilyn Ashlin, Denise Castle, Cheri Warrell-via phone; Amber Aneloski, Aaron Barnett, Jeremy Brown, Virginia Berry, Scott Craig, Christopher Croft, Bob Grant, Sabrina Owen, Jenna Palacio, Eric Sturgess, Gary Sutherland, Tere Tibbetts

AGENDA ITEMS

Topic	Timing	Notes
1. Welcome, Introductions	15 min	<p>Michael indicated the agenda would be reversed to allow for the Get Focused Stay Focused presentation to occur first.</p> <p>Introductions were made and interesting updates provided by all</p>
2. Review & Approve Workgroup Charters	45 min	<p>Discussion took place regarding the working groups which convened through the week.</p> <p>HTRR: it was determined that hospitality/ tourism/ recreation/ retail are key driver sectors for our community. Each group has a charter and those charters were reviewed. June is the key date for HTRR for completion of the HTRR Pathways Model for South Lake Tahoe.</p> <p>Feedback was requested on what attracts the group about the way the charter has been laid out and what the group would like to focus on or change. An additional initiative requested is to add 'implement HTR 141A and any subsequent iterations that may develop.' Perhaps Megan can offer a 'taste' through community education or bootcamps; a non-credit version was discussed. Students need to understand what the pathway is about. We noted the <u>need for students to have acceptance from the work places for badges, certificates, and programs they complete.</u> This is one of the initiatives under the HTRR program.</p> <p>Consensus was that this is the appropriate direction for this group.</p> <p>Does anyone else want to participate in the working group? If you are interested in participating, let the leadership team know. Amber indicated that she would like to be a part of the group but has a commitment until July. We will be posting all the documents</p>

		<p>on the webpage with links that will be sent out.</p> <p>Assessment and Transition: The charter for this group was reviewed. Discussion took place regarding what is important to learn and know so we are consistent with our guidance. We need to build consensus on how to proceed.</p> <p>Consensus was that this is the appropriate direction for this group. A couple of community partners is desired and will be needed for this group to thrive and meet community needs.</p> <p>Marketing and Outreach: The charter for this group was reviewed. Discussion took place regarding what should be done to invite people in, bring them back, etc. Marilyn will touch base with her team and see if there is anything that she can help with. Eric Sturgess will reach out to his student group to see if there is someone available to participate.</p> <p>Consensus was that this is the appropriate direction for this group.</p>
<p>3. <i>Get Focused Stay Focused</i> – Introductory Inservice</p>	<p>30 min</p>	<p>Virginia and Bob presented information on the GFSF program. This program is now being used at the 9th grade level and in future years will be brought to the 10th-12th grade levels. This culminates in the development of an online 10-year career and education plan that helps students envision a productive life of their own choosing. Review took place on the planned dual enrollment curriculum: HTR 141A: College & Career Choices-the 10-year plan; HTR 141B: Attitudes & Aptitudes for College & Career Readiness; HTR 141C: Determining an Informed Major & Post-Secondary Education Path; and HTR 141D: Preparing to Act on your 10-Year Education & Career Path (one per grade level). Lessons learned to date: <u>train counselors at both LTCC and STHS to use the plans in the guidance process; need guidance with enrolling in college and properly filling out paperwork; and the 10-year plan is fluid and requires regular updating – even more for adults.</u> Looking ahead to how the curriculum can be integrated into the AEBG programs.</p> <p>General impressions from those who have been involved – “I love it,” very good product but wrestling with our Career and Life Planning course. Discussion took place regarding how to implement this for all majors rather than just HTRR. Perhaps cross-listing courses would help? What about an online component? Virginia indicated she just finished an online version so it is manageable. Bob noted that every student coming out of STHS over the next four years will have already been through it and perhaps there will be a refresh class at LTCC. Is there a Spanish language version or a way to provide access to our Spanish speakers to do a parallel component? Not that we are aware of but Virginia will reach out to see if anything is in the works. Perhaps use the same curriculum but more spread out. Tere noted that she taught with English textbooks to students who had no English so they learned content and English at the same time. She feels a bilingual person could teach it dual-immersion style. Can we use pieces of this through Adult Education? We can use a paper version – can we ‘chunk’ it without compromising the program? Cost? Are there opportunities to access the program through Adult Education to cover the cost or provide the</p>

		<p>opportunity to students? Michael indicated we wrote that into the Alpine County grant but we need to look into the college side and determination how much can be covered. Sabrina noted this program would be outside of what some students (including mental health) would be interested in so perhaps cross-listed is better. Sue noted perhaps a non-credit version for those students who cannot afford a five-unit class. Amber noted it would be good for the TRYP people to help them become professionals in this community. Gary felt is rich and well-written for the adult population, and he felt it would work well for incarcerated students.</p> <p>Action: adapting curriculum to attach to trades and other industries/work experience opportunities and Spanish speaking versions.</p>
<p>4. SLT Business Walk</p>	<p>20 min</p>	<p>B Gorman notified the group of the upcoming business walk. A goal is to collect information that will help inform the work of this consortium and will help to inform a workforce study done by the Tahoe Prosperity Center. This will be broader than HTRR but we will be doing 'business walks' around the basin; this group will focus on the South Shore, <u>meeting with business managers and owners to ask open ended questions about needs/challenges/forecasted needs in the next 5-10-15 years.</u> Need large groups of volunteers to help out the afternoon of March 15 (noon-5) and the morning of March 16 (8-1). Information will be brought back and collated with additional information from other business walks to help inform decisions. Please email Michael or B with interest (about 4-hour commitment). It will be a fun experience and a way to connect with the community in a different way. Both days would be helpful but are not required. It was asked that an email description of the event be sent out to the consortium. This is a partnership between the Chamber and the consortium.</p> <p>REGISTER NOW! Volunteer for one or both days! Tuesday: http://www.tahoechamber.org/events/details/south-shore-business-walk-11883</p> <p>Wednesday: http://www.tahoechamber.org/events/details/south-shore-business-walk-11877</p> <p>B also updated the consortium on the Restaurant Industry Group (RIG) Tues. February 23rd – 50-60 restaurant owners invited to the chamber, which will be collecting information. We would like to keep building what will be a continuing partnership with the restaurant group to help us map our strategies.</p>
<p>5. Next Steps – LTAEC Meetings 2nd Thurs.</p>	<p>10 min</p>	<p>Action Items Review Mar. 10, 10:00am-12:00pm Apr. 14, 10:00am-12:00pm May 12, 10:00am-12:00pm June 9, 10:00am-12:00pm</p>

03/10/16

LAKE TAHOE ADULT EDUCATION CONSORTIUM

10:00am – 12:00pm

LTCC Board Room and Conference Call: 719-785-4469 Passcode: 546858

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners: Bob Albrecht, Maxine Alper, Amber Aneloski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Virginia Berry, Rich Bodine, April Boyd, John Brase, Kristin Brinks, Jeremy Brown, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Lt. Eslick, Jane Flavin, Lisa Foley, Laura Fruitman, Frank Gerdeman, Sue Gochis, B Gorman, Bob Grant, Koko Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, April Kerwin, Ivone Larson, Maria Luquin, George Marley, Moirahan Martin, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katharine Miller, Sabrina Owen, Jenna Palacio, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brandon Reed, Shane Reynolds, Brian Richart, Michelle Risdon, Andrea Salazar, Melinda Stearns, Kim Stephenson, Rebecca Strmiska, Eric Sturgess, Gary Sutherland, Amber Tanaka, Tessa Thomas, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Pete Van Arnum, Cheri Warrell, Megan Waskiewicz, Michael Ward, Brian Williams, Jenny Wilson, Jude Wood, James Woods

AGENDA ITEMS

Topic	Timing	Notes
1. Welcome, Introductions	15 min	Michael welcomed the group and introductions were made. He reviewed a change to the agenda. There will be a standing report from the director followed by standing reports with printed notes for the two workgroups that met the week before (Hospitality, Tourism, Recreation & Retail and Assessment & Transition) and notes on the board from the morning meeting (Marketing & Community Outreach). From there, the agenda is open to invite open dialog so that we are not totally scripting the entire process.
2. Business Walk – Final Plan and Logistics	25 min	B Gorman reviewed the plan for the Business Walk that will take place next week. To be effective, we need at least 50 people on each shift and even with that we will not get the depth of information needed. Wednesday morning is extremely short-handed so please spread the word to all, including future business leaders. Registration is very simple (tahoechamber.org). Data will be collected via an app on participant phones. The groups will return to LTCC to debrief and then the data will be analyzed and disbursed to the community. A map of where the groups will go was reviewed including the businesses that will be visited. Questions were also reviewed briefly. Jenna encouraged everyone here to share the Chamber Facebook page event.
3. AE Director’s Report	10 min	Frank reported out that we are working on project specific positions rather than the original plan to share it among existing LTCC positions. We have created two full-time and one part-time position. A Transition Coordinator, HTRR Coordinator, and a part-time program assistant. Preliminary allocations with a funding increase of \$25,000 for a total of

		<p>\$850,000. Michael added that it is subject to the May revise of the State budget.</p> <p>We are about to enter the final quarter. Reporting dates have changed slightly with the first report due on May 2nd (Governance and Administration only). With this report we will have to indicate whether we will continue to have a fiscal agent or a direct fund of the members. This would need to be discussed in this group. Partnership participation is critical to this process (there is very specific language about governance) for large multi-school districts. But we also need an effective, transparent form of governance even though we are small – only two communities with South Lake Tahoe and Alpine county. We try to maintain the semblances without overly focusing which is an advantage for our community.</p> <p>The Annual Plan and Report of Expenditures are due in July; the final allocation schedule should be posted by July 15th (15 days after signing of the state budget); The Demographics and Performance Measures report is due in August.</p>
4. Workgroup Reports	45 min	<p>Hospitality, Tourism, Recreation & Retail (HTRR) – The group had an in-depth debrief on the meeting with the Restaurant Industry Group (RIG). They went through different components of the mind-map; restaurants have been struggling together with no collaboration in the past. Some of the areas they would like help with include understanding of labor laws, workforce training, and talent. There was a lot of discussion about the need for hard-hitting customer service training. They would like to see the Culinary Arts program at LTCC reenergized to better serve the needs of employers. Virginia indicated that some courses could be packaged to help with that. B will bring the information from LTCC back to the RIG for review.</p> <p>Discussion took place regarding the desire to have a RIG designee that could serve on HTRR. There is a need to give a short presentation to the lodging association but it meets at the same time as our consortium so something will need to be worked out for that. Consensus agreement was reached on moving the work of this group forward: review data/needs from various sources, especially surveys from the business walk; select initial courses that could have immediate impact with minimal preparation (i.e., low hanging fruit); recruitment, partnership with local industry for the courses; find opportunities/methods for leveraging various funding streams (WIOA funds, WIOA work experience/funding, financial aid, specifically Pell Grant, and the ability to benefit mechanism, use of noncredit and/or community education approaches); begin construction of</p>

pathways from bottom up, including increase in certificate programs; and continue to research the possibility of a 'Blue Zone' standards and use in local community. The RIG is meeting again in a few weeks – perhaps there is someone that could participate. Jeff Cowen's name was brought up as someone very enthusiastic and could be a good person to include. B and Michael will reach out. Aaron Barnett offered to assist with financial aid information where needed. Denise and Jenny will coordinate WIOA linkages. Jenna asked about using numbers from the business walk in our report of who we service – Michael agreed.

Student Assessment & Transition – Frank reported that most of the meeting focused around the roles of a transition coordinator. What do we envision this position being responsible for? Navigator of existing systems and organizations, building relationships with learners and community partners, look at processes across organizations and how to make it consistent, look at the screening and inventory of student and learner needs and the appropriate place within the community, serve as a touch point for any door entry into the system, requires bi-lingual skills in Spanish to be successful in the community. **Action item** – revamp the job description to incorporate feedback and get it posted as quickly as possible. If everything goes according to plan, we will post both full-time positions on March 23rd based on approval from the Board, with a realistic start date of mid-April. Frank will share information as it comes forward. Frank would like to see consortium partners to participate in the interviews and will reach out when they are scheduled for participation. The part-time position can move more quickly as that position already exists at LTCC. The group discussed integration of Get Focused Stay Focused (GFSF) approach in assessment and transition planning for adult services. There was support to envision steering all learners accessing adult education services to this resource. Virginia pointed out the need to work with the counselors to provide further training on how to use the 10-year plan and the app. The workgroup helped to construct the focus for an actual job description. Discussion took place regarding possible titles. It was noted that the position is a Coordinator rather than a Specialist due to the fairly high level of work, including working with individual learners and the counseling aspect to the work. Virginia pointed out that at LTCC a Coordinator is a higher level than a Specialist. Discussion took place regarding the term 'transition' and whether that was appropriate. Transitions within and beyond for adults transitioning into programming and then transitioning through and out of the program (idea of bridging). Transition is pathways language. Perhaps a 'Pathways' Coordinator makes more sense. It was asked of

Tere Tibbetts what will resonate with the people we are trying to reach. Tere didn't feel that the title will have a impact but what we do would. Another suggestion was 'Advocate' but Tere indicated the translation would be a counselor and we are trying to avoid that since this isn't a counseling position.

Marketing & Community Outreach – Michael showed a few websites from other adult education programs and the group discussed the merits and lack thereof. The Marketing group discussed naming, messaging, etc. Jenna reported that the group talked about 'what is the brand/identity of the adult education we are working on.' Not same old, same old adult education program. Avoid the AEBG/LTAEC acronym as no one outside of the consortium knows what that means. Want a personalized approach - keep it regionally focused with partners. Emphasize strengths, honor where people are or what they have already gone through. Keep messaging simple, motivating for adult learners, businesses, etc. Recognize the stigma that can be associated with adult education, tone not condescending, opportunity for transformation, bilingual connotations, key words: simple, personalized, quality, place for you (the adult learner, employer). Recommendation of three potential brands: ASCEND; ADVANCE, and Step Up or Step Up Tahoe. Image acquisitions – feedback on the different images that are used to communicate online. The workgroup identified a way to generate images to express the brand and create an image campaign using some of our adult learners here and at the high school (people, processes, outcomes). Identify our brand and get moving with image acquisition so we can move forward. Tere noted that ADVANCE translates the best in Spanish and noted that honoring past experiences is crucial. The group was talking about what the acronym would be but Frank noted that we do not need to turn our brand into an acronym but we can define what it means. We need to remember that a goal is to 'support relationships.' How could we visually communicate rather than using a lot of words? Another concept is 'when you are ready...we are here.' The consensus of the group was to move forward with 'ADVANCE' with a short campaign. Make this the workgroup's active charter for the next few months. Michael noted that sometimes we worry about words having unintended consequences. Is there anything about ADVANCE that would do that? There were no comments. Jenna noted that Google doesn't appear to have any other use of ADVANCE so we should be able to 'coin' that. It was also noted that ADVANCE has the ability to be used in other areas (i.e., advance digital certificate, advance life, advance career, etc.). We can say you decide what you want

		<p>ADVANCE to mean. Append the message to the word-what's important to you.</p>
<p>5. Open Agenda</p>	<p>15 min</p>	<p>Are there any areas that we are not talking about or doing a good job talking about? There were no comments. Virginia looked into a Spanish version of GFSF and it is in production and should be available in the fall. Michael asked where we were with WIOA – are we in a fund-ready state? Clearly in transition – some things are not finalized yet. Jenny noted that the county is participating in employment training with Los Rios with a \$5 million grant for the Sacramento region, hopefully they will be successful as it will net positions with a separate funding stream that will result in maybe a case manager with 30-50 positions for the county. From JOIN's end, Denise indicated that the Nevada Governors WIB will probably not catch up until the 2017-18 fiscal year. Expect status quo for another fiscal year – re-funded based on outcomes. They are governed by a state approved provider list Eligible Training Provider List (ETPL) in order to fund students and LTCC is currently not on this list. She indicated that Nevada is revamping their process but Virginia has been hearing that for the last three years so she is a bit leery. Jenny will provide an ETPL update at the next meeting. It was noted that 18-25 year olds are key specifically for Alpine County. Lot of opportunities to leverage the foundations we are building to target specific funds for specific programs. Katharine noted the library has positions open and asked that the group direct young adults who didn't receive their high school diplomas. The program allows them to get a high school diploma (not GED). This program is free to the student – state library pays for two slots and local has to match. About \$1,100 each. They are seeking donations from local organizations and the county. It was noted that we refer this to the Assessment & Transition workgroup.</p> <p>Bob Grant asked Michael if we want to have deliverables for the classes for Curriculum for Parents Supporting Child Academic Outcomes and Michael indicated that we do. Bob has a plan noting that the curriculum isn't the difficult part but would he love help from the Marketing group. He has a concept a series of bootcamps where learners receive a sticker for each individual area completed. He has a multitude of credentialed teachers ready to teach common core to parents as well. Newest program area, important part of the program, and one of three goals for Alpine County. Saw as an enrollment pathway for parents and would then look to their own learning needs in the context of the bootcamp. This item was referred to the Marketing & Community Outreach workgroup.</p>

6. Next Steps –
LTAEC Meetings 2nd
Thurs

10 min

Consider pushing back the April LTAEC meeting to avoid LTUSD Spring Break or Workgroups only

One option is move to the following week and the other option is skipping a month letting the workgroups do the primary work and perhaps move the consortium to every other month. There are a lot of projects moving forward. It was the consensus of the group that we will cancel the April meeting and allow the workgroups to move forward.

LAKE TAHOE ADULT EDUCATION CONSORTIUM - MINUTES

10:00am – 12:00pm

LTCC Board Room
and Conference Call:
888-450-4821
Passcode: 820107

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners: Bob Albrecht, Maxine Alper, Amber Aneloski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Virginia Berry, Rich Bodine, April Boyde, Kristin Brinks, Jeremy Brown, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Lt. Eslick, Jane Flavin, Lisa Foley, Laura Fruitman, John Fry, Frank Gerdeman, Sue Gochis, B Gorman, Bob Grant, Koko Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, April Kerwin, Ivone Larson, Maria Luquin, Renae Lynch, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katharine Miller, Sabrina Owen, Jenna Palacio, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brandon Reed, Shane Reynolds, Brian Richart, Michelle Risdon, Christen Rodriguez, Andrea Salazar, Laura Salinas, Melinda Stearns, Kim Stephenson, Rebecca Strmiska, Eric Sturgess, Gary Sutherland, Amber Tanaka, Tessa Thomas, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Mindy Tubra, Michael Ward, Cheri Warrell, Megan Waskiewicz, Brian Williams, Doug Williams, Jenny Wilson, Jude Wood

AGENDA ITEMS

The meeting was called to order at 10:03 a.m.

Topic	Timing	Agreements/Notes
1. Welcome, Introductions	15 min	Introductions were made.
2. AE Director's Report	10 min	<p>Frank noted that a report submission was due on May 2nd regarding next year's consortium membership and allocation of funding. One change to membership was to add Alpine County. Alpine is still implementing a sub-grant for 2015-16 that will continue through this year.</p> <p>Frank reviewed the HTRR Coordinator job description intended to lead our efforts in the pathways section; building support structure; lot of time with local business and industry; and in close partnership with the work experience coordinator. He also reviewed the Transition Coordinator job description – helping the adults and partners navigate the systems. This position has been offered and accepted by Alexis Foley and she will begin May 27, 2016. Bill Martinez was a member of the first round hiring and his participation is very much appreciated.</p> <p>Testing – moving ahead with becoming high school equivalency testing site. Frank will begin training tomorrow with testing beginning in early June. There has been discussion about going into the jail with paper testing so we hope that will come through now. It was determined that Frank will work with Cheri in Alpine County as well. Frank and Alexis will go to Alpine County this summer to get things moving including access to high school equivalency testing and implementation of Get</p>

		<p>Focused, Stay Focused as part of the Transition Coordinator role.</p>
<p>3. FY15-16 Budget Adjustment</p>	<p>10 min</p>	<p>Review of budget adjustment recognizing the reality of the year (not as much was spent on salaries as expected). Since we can carry over into next year, we will. Moved more expenses to 4000s and 5000s.</p> <p>Michael noted the implications are that partners will have the ability to become vendors as well. Really begin to activate the hub. Won't be simply setting up classes but also using all network partners. Qualitatively a good adjustment. Frank hopes to be able to give the actual carryover amount to the consortium by the June meeting.</p> <p>Group consensus that this was the direction to move.</p>
<p>4. Workgroup Reports</p>	<p>50 min</p>	<p>Frank reviewed the calendar of due dates (information is in the slide deck) – not a lot of significant changes but the leadership team will get together after this meeting to see what changes may need to take place around the deliverables of the sub-grantees and the consortium. Calendar of procedural requirements but how does this matter – State envisioned \$25M so the entire state would have one system that would allow students to move through seamlessly. California Community Colleges Chancellor's Office currently has no system for tracking students once they leave here. Is there a cause and effect relationship between students taking this learning path and another? Does the learning system actually work? They couldn't make that happen but we will get a significant amount of money with reports due at the end of 2017 and will work together with a vendor for a complete input/output system for accountability. This is an opportunity for the college to step up their game with help from all the partners. Would like to take the July meeting and expand it to a 3-4 hour workshop to craft the action plan as a network for Year Two. Take the August 1st report submission and use it for a design tool for Year Two plan. Might send the group out from the June meeting asking that you bring back who you would like to see served over the next twelve months and bring that information to the July meeting.</p> <p>EMSI data platform (economic modeling platform) is complex but should give us the information we need.</p>

Virginia presented to the Lodging Association meeting this morning and gave them the umbrella overview about Advance and what their commitments would need to be; asked them to be instructors, asked them about accepted students with certificates and perhaps start them a little higher; lot of enthusiasm and good questions, overall support seemed very high. Introduced Eric Cambria to the Lodging Association as our new adjunct in Culinary.

Frank attended the April Restaurant Industry Group meeting when they were going through LTCC curriculum. They are very active in the HTRR workgroup as well and have designated a representative (Ken Druley from Mirabelle's). Reactivation of a level of engagement.

Virginia noted the HTRR workgroup with about half as industry – she has never witnessed this level of energy. Industry is appreciating the opportunity to get in on the ground floor. Went over the pathways model. The Lodging Association had a suggestion – they would like to see some badging opportunities around the topic of reservation sales. Interested in special event planning badges as well. There is no wrong door when it comes to accessing the personalized support services. Working with the California Conservation Corp this summer for the first time. Coach, mentor, etc., to help folks with the online section. 5-star training program with additional lab opportunities or badges coming off of that (perhaps geared towards management or leadership) food sanitation and safety courses in person and online in English and Spanish. The Lodging Association is really excited about the resume and interviewing program; Tahoe Culinary Institute – exciting with new adjunct Eric who has a military background opening commercial kitchens as well as 5-star restaurants. The Association was very excited to hear Eric discuss cost control as well and are supportive of internships. State of California Chancellor's Office is vetting transfer model curriculum for Hospitality Management and Culinary Arts Foundation certificates that will work perfectly with what we were planning. Amber noted that everyone she speaks with is extremely excited about this new piece. These certificates can transfer into Associates Degrees as well as four-year degrees. Virginia noted that even though we will be obligated to offer the two new transfer degrees, we can still keep our existing programs as is or even revise them.

Michael reviewed the business walk for South Shore and looking at whether or not people were finding the individuals they felt they needed. The data suggested about 2/3 of the businesses felt they were finding people they needed (with 60% of the businesses visited in the HTRR sector). There is some concern about work-readiness (lots of concern about substance issues). There were pages and pages of responses on the types of hard and soft skills they are hoping to find in their employees. Very

concerned about soft skills across the board. Intrapersonal skills like loyalty, honesty, and hard-working. Collected the right kind of data and we are in good shape to move forward.

Assessment and Transition workgroup – created a more detailed list of the programs and services. Frank noted that description areas for each of the partners need to be filled in on the Google Doc. Create a separate list of each program that is available. Frank and Michael demonstrated to the group how to fill out the Google Doc and will send it out to all partners with editing capabilities along with instructions for how to fill out the form.

Action Item: take some time to fill out the [Advance Service Menu form](#) to build out a comprehensive menu of services and help Alexis with her work.

LTUSD update on parent programming – help parents to help their children succeed in school. Some ideas are to offer boot camps in different areas (i.e., fractions through stats). They are working towards getting curriculum written for math, social studies, and English common core. Get badges for the camps they attend. A product they are looking at is called ALEX. It is a McGraw Hill product that allows students to do any level of math and will go back to redo things where they have weaknesses. It is very subtle in how it puts you back where you need to be. Gives mastery in a subject that could lead to GED for the parents as well as helping children. Can register online and pick up the badges. This will begin in fall with a possibility of summer. This model sounds promising and our Adult Ed program could take over capacity. Katharine noted the County Library would be happy to host as did Bill Martinez with the FRC.

Marketing update: naming/brand: Advance

Messaging: “learn and earn” – it’s the state approach to CTE and apprenticeship and will likely cross agencies

Logo RFP – logo and branding approach around Advance with a short turnaround. Effective way to use the logo in which all partners could co-brand. And work in print and social media.

Quick turnaround (30 days)

ACTION: Send copies of logo or branding to Frank

Frank described the ‘shot list – image gallery’ want photos of the activities and outcomes we want (i.e., someone working; parent reaching to child; non-traditional student registering for college).

Review and update the [Advance Shot List – Image Gallery](#)

We want to celebrate six months so we will meet in June and need to meet in July for Year Two planning and then in August to make a final plan for the year.

		<p>WIOA – Michael asked how is it moving forward in getting state-level support? Golden Sierra is working on MOU's with schools. Placer County implementation – working with Placer School for Adults providing basic computer classes as well as using Golden Sierra space in the evening. Also adding Roseville Adult School. Use the Placer model in El Dorado County. Jenny feels positive that we can move forward with what fits best in South Lake Tahoe. Very interested in seeing what can be done to help advance LTCC in getting on ETPL (Eligible Training Provider List). Great advantage to Lake Tahoe. Doesn't seem insurmountable. Has been brainstorming with Leona for the Fire Academy. From JOIN's standpoint, they have been tailoring to where this program is (18-24 can happen now). Can offer work experience today (reimbursable). On the job training will be talked about more in July.</p>
5. Open Agenda	20 min	Due to time constraints, this item was not discussed.
6. Next Steps – LTAEC Meetings 2 nd Thurs	10 min	
<p>MEETING ADJOURNED AT 12:05 P.M.</p>		