

HTRR:

Seth Barker, Jason Buckingham, Denise Castle, Cristen Carnahan, Eric Cambria, Katelin Conley, Vanina Coudriet, Vicki Cottrill, Scott Craig, Kenneth Druley, Brad Deeds, Alexis Foley, Caleb Fry, Frank Gerdeman, Kathy Halbardier, Steve Heggen, Heidi Hill Drum, Klaus Feyersinger, Ivone Larson, Claudia Manzano, Bill Martinez, Laura Moriarty, Randy Peshon, Brandon Reed, Christen Rodriguez, Emily Sabbato, Vanessa Santora, Sabrina Siino, Melinda Stearns, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Turner, Patrick Traynor, Michael Ward, Megan Waskiewicz, Doug Williams, Jenny Wilson

Transition

Bob Albrecht, Maxine Alper, Susan Baker, Rich Barna, Aaron Barnett, Danielle Bogan, Denise Castle, Angelo Clelan, Katelin Conley, Christopher Croft, Alexis Foley, Laura Fruitman, Frank Gerdeman, Sue Gochis, Bob Grant, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Steve Heggen, Pat Harnett, Kathy Haven, Chad Houck, Ivone Larson, Claudia Manzano, Bill Martinez, Cindy Martinez, Barbara Mick, Katharine Miller, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, David Publicover, Shane Reynolds, Madelyn Rios, Michelle Risdon, Laura Salinas, Kim Stephenson, Gary Sutherland, Josh Sweigert, Tere Tibbetts, Patrick Traynor, Pete Van Arnum, Michael Ward, , Brian Williams, Jenny Wilson

Marketing & Outreach

Amber Aneloski, Marilyn Ashlin, Rich Bodine, April Boyde, Jason Buckingham, Denise Castle, Angelo Clelan, Brittani Curtis, Aaron Darke, Heidi Hill Drum, Alexis Foley, Sue Gochis, Frank Gerdeman, Bob Grant, Matthew Kosifas, Diane Lewis, Maria Luquin, Bill Martinez, Cindy Martinez, Wendy McCray, Katharine Miller, Jenna Palacio, David Publicover, Shane Reynolds, Vanessa Santora, Justin Sinner, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Cheri Warrell, Michael Ward, Jenny Wilson, Jude Wood

ADVANCE Network

Bob Albrecht, Maxine Alper, Don Ashton, Susan Baker, Aaron Barnett, Virginia Berry, Janelle Blocher, April Boyd, Peter Brinckerhoff, Jeremy Brown, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Vanina Coudriet, Scott Craig, Brittani Curtis, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Laura Fruitman, Caleb Fry, John Fry, Frank Gerdeman, Bob Grant, Amber Goligoski, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Beverly Lassiter, Hedy Lim, Maria Luquin, Claudia Manzano, Bill Martinez, Cindy Martinez, John Martinez, Barbara Mick, Katherine Miller, Eleanor Moore, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Madelyn Rios, Michelle Risdon, Christen

Rodriguez, Emily Sabbato, Vanessa Santora, Penny Shervey, Sabrina Siino, Melinda Stearns, Kim Stephenson, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Doug Williams, Nichole Williamson, Jenny Wilson

Advance Lake Tahoe Adult Education Consortium

LTCC Board Room and Conference Call:

08/10/17

10:00am – 12:00pm

LTCC Board Room and Conference

Call: 888-450-4821

Passcode: 460701

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners:

Emily Abernathy, Bob Albrecht, Maxine Alper, Amber Goligoski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Virginia Berry, Janelle Blocher, Rich Bodine, April Boyd, John Brase, Kristin Brinks, Jeremy Brown, Jason Buckingham, Denise Castle, Cristian Carnahan, Angelo Clelan, Scott Craig, Christopher Croft, Lt. Eslick, Jane Flavin, Alexis Foley, Lisa Foley, Laura Fruitman, Sue Gochis, B Gorman, Bob Grant, Koko Green, Frank Gerdeman, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Kyle Jones, April Kerwin, Ivone Larson, Maria Luquin, Ed Manansala, George Marley, Moirahan Martin, 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, Josh Sweigert, Amber Tanaka, Steve Teshara, Tessa Thomas, Treva Thomas, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Pete Van Arnum, Michael Ward, Cheri Warrell, Brian Williams, Jenny Wilson, Jude Wood, James Woods

Present Call-in

AGENDA ITEMS

Topic	Timing	Action Needed	Agreements/ Notes
1. Advance Network-Welcome	10 min	Introductions & Brief “Learn, Earn, Grow” Updates	<p>Michael welcomed the group and introductions were made. Michael provided the following updates/announcements—</p> <ul style="list-style-type: none"> • Third year of ADVANCE funded program, fourth year of operation • Framed brand as “Earn, Learn, Grow” • Series of working groups that have supported this effort—Annual plan submission due on the 15th of this month. • Need to include adult transition to education pathways—process that can accelerate learning and not making adults jump through too many hoops to get from step A to step B. Emphasis on contextualized learning. • Capacity to serve continues to grow over time and has appropriate skills to support the learners we interact with. College is a partner in the network, but not the sole deliverer of services—no wrong door approach. • Two biggest needed outcomes in the next year—vibrant, functional career center and pre-apprenticeship programs. Normalize and regularize our adult learning and support programs so they can be sustained.

			<ul style="list-style-type: none"> CommunityPro Suite enables network to tell our story from a data perspective.
2. Advance 2017-18 Annual Plan Review	55 min	<ul style="list-style-type: none"> Review ADVANCE Year 3 Action Plan Discuss Implications for Network Services Review Consortium, Existing and New Workgroup Commitments 	<p>Nicole provided a brief overview of RAP (<i>Registration, Assessment, Planning</i>) onboarding process and how it is evolving—</p> <ul style="list-style-type: none"> Move to 3-day sessions in order to allow for more intentional assessments (career interest surveys, skill assessments, goal identification, learning needs, etc.). 3-day model allows participants to demonstrate ability to make and keep appointments and to gather more information about themselves, programs available, and start a more intentional pathway planning process. Alexis provided overview idea of ADVANCE providing umbrella case management services for the network. There are more opportunities for those who are well equipped to manage their plans—connect where there are gaps, ongoing, evolving process and not a one-time sit down. Michael—the key word is pathways and connecting to resources available in our small community. Facilitate a network where learning takes place in multiple locations—not a pull to bring everyone to the college. Career Center and embracing counseling guidance is key. Chamber offered to advertise for ADVANCE Michael asked how we take separate programs (RAP, work experience) and combine/add value to the process. Talent development instead of adult education. Jenna suggested inviting reps from other community colleges who are doing similar work and host a summit to learn best practices. She offered to help facilitate this by September—Michael asked to hold this idea for a later spot in the agenda.

			<p>HTRR, Josh provided the following updates—</p> <ul style="list-style-type: none"> • Boot camp schedule is being finalized for the fall—3-4 Culinary Boot Camp’s and one at Heavenly California Base lodge. Additional Culinary Boot Camp at Sierra-at-Tahoe is in discussion. • (2) New burner stoves will help expand mobile culinary lab • (2) Students were taught in the spring at Heavenly California Base lodge • Intro talks on co-funding a van or truck in collaboration with LTCC/ISP • Michael—apprenticeship project launched with a working group to take work experience as a feeder system or embed into existing systems—still in discussion. Link curriculum to a personal pathway planning strategy. • Opportunity to take innovative approach to apprenticeships—12-week option, fast track programs that would allow employers to participate more fully during shoulder seasons. Goal to advance wages in community. Will look to Chamber as critical partner / HR Advisory group to work together.
3. Marketing & Community Outreach	30 min	<ul style="list-style-type: none"> • Telling the Advance Story in the coming year - exercise 	<p>Michael announced that the Marketing & Outreach workgroup will move to quarterly strategy sessions—telling individual stories of achievement, transformation, or both.</p> <p>Terry Tempest Williams quote—<i>“Stories have the power to create social change and inspire community.”</i></p> <p>Emily read the client story shared by John Pillsbury from DOR. Michael stated that the best way to market programs is through personal stories and asked the group to think about individuals served. Michael prompted the group to tell a client story and highlight themes—see below.</p> <p>Partners handed in their stories—ADVANCE will build strategies around these themes and this will drive our work. Must design around the narratives, not the AEBG goals.</p> <p>In the coming year, design connection between work experience, internships, P2</p>

			Planning, and apprenticeship when applicable.
4. Network Learning Opportunities	20 min	<ul style="list-style-type: none"> Potential Speaker Series and Professional Development 	<p>Michael—stories are what motivates us—how do we expand the network to address socially determined barriers to healthy living? What content would be of interest and help build on these narratives and your organization?</p> <ul style="list-style-type: none"> Jenna—Community College practices around work experience, career center, counselors. Look to private sector that have career centers that lend best practices (Los Rios, Sierra, NFN) Steve—panel with Vail, Edgewood, other major employers to talk about their needs to expose partnership as a value to them. Help Chamber to market. Directly hear employer challenges/needs Amber—Hyatt has started doing an apprenticeship program Other ideas? Please send to Nicole. Michael—narratives started a health based struggle/family dynamics—professional development in these areas?
5. Next Steps – LTAEC Meetings 2 nd Thurs	5 min	<ul style="list-style-type: none"> Action Items Review Calendar/ Events Review September 14 Meeting Priorities 	<p>Next month—implementing headline goals and taking initiatives to the next level</p> <p>Next Meeting—Thursday, September 14th at 10am</p>

Narratives

Organization: El Dorado County Behavioral Health

Story Theme: *Recovery is Possible*

Story Feature: Individual mental health symptoms began in adolescence, interfered with education, and subsequently limited employment opportunities. Sought behavioral health treatment, learned symptom management and wanted to pursue further education to achieve childhood goal of becoming a teacher. Connected with ADVANCE, completed high school diploma, and began taking college courses.

Organization: El Dorado County Health & Human Services Agency

Story Theme: *Self-sufficiency*

Story Feature: Mom with two children recently separated from father of children. She is homeless and has not worked since becoming a mother. She is afraid because she only has a high school diploma, no work experience, and needs childcare. She has an old car that needs new tires to be safe. She will not be able to afford rent on her own unless she makes over minimum wage. How can she begin to get some training for a job that will help her support her kids? Programs like CalWorks, CalFresh, and MediCal can help with some income, new tires, housing for possibly six months

and childcare, and staff can point them towards resources. What happens after that? Meet with ADVANCE staff for planning, assessment, career interest inventories, etc... to begin working towards self-sufficiency.

Organization: Tahoe Chamber

Story Theme: *A cohesive work/employment matrix*

Story Feature:

- Skilled employees (basic)
- Opportunities to advance (training)
- Competitive hiring practices (livable wages)
- Employee matches
- Create opportunity for full-time work with employers

Move from surviving to thriving.

Organization: Tahoe Chamber

Story Theme: *From struggle to success / Building workforce / Building community*

Story Feature:

- Meaningful workforce
- Skills and customer service
- Training that results in higher wage and more satisfying employment / career advancement
- Jobs—prospective employer matching and employers that benefit from these

Organization: ADVANCE

Story Theme: *Support helps create hope / Self-sufficiency*

Story Feature: Young man connected with ADVANCE to complete his High School Equivalency (HSE) and start mapping out pathway for education and employment options. Completed his HSE and was working and renting successfully, until he fell upon hard times and lost his job, became homeless, struggled with mental health issues, and was incarcerated. Continued working with ADVANCE while incarcerated to develop plan upon release. He started working with mental health/drug court and currently has a large list of probation requirements to help him stabilize. Although he is currently working on his stability plan, he feels like he has a long road ahead of him before he can feel independent and start his education pathway. My hope is that he will be able to work through his program and get to a point where he can re-engage with ADVANCE, once his plate is a little less full. Using a wrap-around, team oriented approach (Mental Health, ADVANCE, DOR, HHS), he can utilize the resources available to him, narrow in on a pathway plan focus, and start to develop a sense of self-sufficiency by gaining employment, finding a room to rent, and starting college.

Organization: ADVANCE

Story Theme: *Personal integrated pathways / transformation / advancement / self-sufficiency*

Story Feature: Connected with ADVANCE with no clear direction but interested in specific programs for exploration. Completed the Culinary Boot Camp and stopped out afterwards because of life commitments that took precedent (probation, recovery, groups, etc.). Once life commitments settled down, reconnected with ADVANCE to explore education, employment, and network opportunities available in the community. Pathway continues to move, and with time and effort, rewards will come and lead to self-sufficiency.

Organization: ADVANCE

Story Theme: *Validation of effort*

Story Feature: Referred participant to Fire Academy and ADVANCE to complete High School Equivalency (HSE). Due to previous actions/behavior, did not expect participant to follow through, but he was able to complete his HSE in less than one week and enrolled in the Fire Academy at LTCC.

Organization: El Dorado Sheriff's Organization (EDSO)

Story Theme: *School / Not just one organization*

Story Feature: Working closely with Gary Sutherland and Nicole has opened many doors for not just one inmate. Providing outlets and changing the name of GED to incorporate Employment Success. The name of our game is

rehabilitation. We can gain compliance by offering a foundation for individuals to seek skills on multiple avenues, with ADVANCE help.

Organization: LTCC Internship & Work Experience

Story Theme: *Career transitioning, later in life*

Story Feature: Sandy, age 58, had a career rich in experience and leadership as a manager on the casino floor of a Lake Tahoe gaming resort. She loved working with guests but did not like the smoky environment. She determined that she wanted to leave the gaming industry and become a medical office assistant, where she could use her organizational leadership and customer service skills in an industry that appealed to her. Sandy connected with LTCC's Internship Program and was soon placed in a medical office assistant internship at Barton. She now has hands on experience and a fine-tuned resume to support her as she applies for jobs in the field. Sandy was able to develop a strong rapport with Barton supervisors and has been invited back to continue her internship and apply for a soon to be opening position at the hospital.

Organization: El Dorado Sheriff's Organization (EDSO)

Story Theme: *Strengthening family structures through education and positive opportunities*

Story Feature: Family reunification through education. Work experience giving folks the tools to succeed without turning to negative outlets to support themselves (i.e. drug use/drug dealing).

Organization: El Dorado County Library

Story Theme: *Start small, make that easy connection, and continue to build pathway*

Story Feature: Young (early 20's) homeless couple who comes into library with 3-year old son. Mother and child hang out on the children's side while dad uses the computer. Child is engaged, playing, while mother is listless, unengaged. Referral was made to "Play and Learn" program at Library. Ideally, family, mother and child, begin attending "Play and Learn" programs and get familiar with HUB staff. HUB staff help with referrals to local food, health, and housing resources. HUB staff connect parents to ADVANCE RAP sessions. Parents go through assessment, work toward High School Equivalency and Boot Camp certificates. Gain employment and permanent housing. Family begins to thrive.

Organization: LTCC Work Experience / Tahoe Regional Young Professionals

Story Theme: *Turning part-time struggles into full-time community participation / Surviving to thriving*

Story Feature: Struggling to juggle several part-time jobs. Connected w/ADVANCE where they receive a plan. Execute plan for training and professional development. Find mentors. Result of full-time / year-round employment in a job they are passionate about and connecting with community organizations to give back.

Organization: LTCC GED – Preparation

Story Theme: *Any time is the right time*

Story Features: She had waited a long time to take the step of going back to school. At 59, she was the oldest member of our class. Starting out in Mexico, her challenging life led her into an early marriage.

Her four children were all born in Texas. She had been happy to see them become successful. Now, having worked and helped her children and grandchildren, she was back in school to improve her skills. She wanted them all to be proud of her. After she had read in class one day, I stopped and said, "That is the best you have ever read!" "I'm working really hard," she replied. Another class member said, "That was really good!" Many of us were seeing her success and she was, too!

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners:

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Present **Call-in**

AGENDA ITEMS

Topic	Timing	Action Needed	Agreements/ Notes
1. Welcome, Introductions	10 min	Preview agenda, outline plan for the meeting, brief self-introductions	<p>Frank welcomed the group and introductions were made. The following announcements were made—</p> <ul style="list-style-type: none"> Bill Martinez, Director of Family Resource Center, announced that the Mexican Consulate will be at Bijou Elementary School to help with passports, double nationality, citizenship, etc. Also hoping to have an additional attorney event. ESL classes will be starting in a couple of weeks. Bob Grant announced that school has started and they are working on putting HOME / parent nights together. Kathy Halbardier will now be joining the network as a JOIN, INC. representative
2. Director's Report	10 min	Updates and Information about:	Frank made the following updates/announcements—

		<p>a. Status of the Consortium and LTCC Hub</p> <p>b. Systems Update (e.g. Community Pro)</p>	<ul style="list-style-type: none"> President Jeff DeFranco announced that the college ID will now work as a free unlimited bus pass. Hoping for an October 1st start date—thank you to Steve Teshara and TTD for your partnership. LTCC staff and faculty will be included and hope to see more ridership—when more professionals ride the bus, services will continue to improve. Steve added that a new route to Meyers, more service, LTCC as hub in near future. Tahoe Prosperity Center hosted a gathering and Dr. Manuel Pastor presented—Heidi to share with network next month
3. Year 2 Consortium Implementation	15 min	<p>a. Consortium Member Reports on Initiatives and Support Needs</p> <p>b. Network Enrollment Assistance</p>	<p>Bob Grant and Madelyn Rios provided the following updates for LTUSD—</p> <ul style="list-style-type: none"> Restructuring HOME nights to tailor more towards parents need to be more involved in child's education Series of classes to help support families and their student's success by helping parent's help their children Very large CTE cites at high school—goal to align more adult programs in the evenings and school times, and will include Alpine participants (auto maintenance, wood shops, film/tiv, digital media). Frank—will hold October's network meeting on High School campus, tour included for those interested Madelyn—focusing on where parents are and will go to them—if you have any input on this, please pass on to Madelyn Rios Bob—idea to connect services through ADVANCE hub, directly reach students and parents, but

			<p>also refer to partners in the network.</p> <p>EDCOE updates, provided by Frank—</p> <ul style="list-style-type: none"> • High School Diploma pathway at Tallac campus • Education program in SLT Jail & Placerville • Started more proficiency based approach to high school diploma—defining by competency and skills rather than time in classes. Adults struggle with work, school, family, etc., create one path to increase success <p>Alpine County update, provided by Patrick—</p> <ul style="list-style-type: none"> • Focus has been to help parents have the skills necessary to help their school aged children. Eleanor Moore works with adults to provide the skills to do that. • Jobs available in the district to support parents, but no one applying. • Frank added that AEBG funds can support where most appropriate—i.e. instructor from LTCC to teach ECE courses in Alpine. Patrick noted the need for qualified aids for childcare, where parents could get paid to work as an aid. Frank—goal for this to start happening by the end of the summer—offer (4) ECE courses needed to be a state certified assistant teacher. Bring access to Alpine and participants can work within their community.
4. Workgroup Action Plans	45 min	<p>a. 4th Quarter initiatives</p> <p>b. Network Partner Assistance</p>	<p>Frank and Alexis provided updates on the Transition workgroup and on RAP (<i>Registration, Assessment, Planning</i>) onboarding process—</p> <ul style="list-style-type: none"> • RAP Sessions have been up and running this summer—opportunity to take inventory of current situation, career and

			<p>educational goals, and weave successful pathway to help meet goal(s).</p> <ul style="list-style-type: none"> • Developed RAP as onboarding tool to explore community member and resources and connect to valuable network partners • Divided into (3) sessions purposefully—assess participant ability to make and keep appointments. Math and reading assessment is last step—people tend to take more seriously because they understand the value it brings to the process and how it helps to inform their plan • Sessions can be personalized to each person—registering online will be available. Participants can self-refer, but also need partner referrals • Nicole has started 1:1 RAP's with Alpine county, as referrals are made by Eleanor • We do not want to duplicate any work that is already being done. CommunityPro suite will help with real time referral and case management services. Please let Frank know if you would like to learn more about CPS. • After RAP is complete—personalized pathway planning with participants. Each individual connection and pathway will be different and unique to them • Career Center—in house advising, operating under this idea virtually. Where can we bring in these services on a regular basis? • Work Experience expansion—start investigating how to best connect to incumbent workers. Connect to college through work
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			<p>experience and increase enrollment</p> <ul style="list-style-type: none"> • Work experience orientations for DOR clients—Jenna can set target group orientations for your clients/participants. • Work experience for Sierra-at-Tahoe employees—one path idea. Some will go on to additional courses, for those that do not, can check the “some college” box and make a tremendous difference. Frank thanked John Pillsbury with DOR for his pushing/supporting this work • LTUSD—looking at making CTE facilities available to adults in the evening for short-term boot camps (office/receptionist, auto, etc.). • Steve Teshara—(3) electric busses, full electric will be here at the end of 2018 and need to start training people to work on them. • College math/English boot camps, funded by ADVANCE—run prior to every quarter <p>HTRR updates—</p> <ul style="list-style-type: none"> • New name—Hospitality Culinary Workgroup. Influence and bulk of jobs are in culinary and hospitality • Culinary Academy Boot Camp continues to be developed • Guest Services Academy Boot Camp—5-star in collaboration with the Chamber • State—building transfer model in hospitality—unclear on how involved industry members were in the creation of that • Culinary Academy—(2) one-week offerings and (1) two-week offering. Off-site at Sierra-at-Tahoe in early November to focus on western slope. Use as a
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			<p>model to help fill positions for winter. Kirkwood site is a possibility as well—transportation may be an issue, working with Steve on this.</p> <ul style="list-style-type: none"> • Goal to include boot camp as an enhanced college prep program for non-credit, then also in for credit. Will start with getting this on the ETPL. • ETPL is the list a program must be on in order to be funded through Title 1. Usually the BOG waiver can cover, then bring in supportive services • Frank reviewed the ACFA slide and highlighted key points. Focusing on apprenticeships and how to layer credit / apprenticeship / work experience / etc., and idea of one path. Briefly discussed apprenticeship exchange program idea—no steps are possible without the network and industry member buy-in • Guest Services Academy—boot camp is very interactive and requires a minimum of 6-10 participants. A lot of role playing, instructor and peer feedback. Send referrals through RAP process. • Frank, Michael, and Brad will be going to Truckee Meadows CC to discuss their curriculum. Will also be flying to UNLV to learn more about their hospitality program. <p>Learn, Earn, Grow Narratives—Frank tasked the group with reading the typed narratives from last month and circle key words/concepts that stand out as common themes.</p> <ul style="list-style-type: none"> • Eleanor—connecting with Advance • Self-motivated • From adversity to resilience
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			<ul style="list-style-type: none"> • Direction and focus • Needing resources • Purpose • Fear / plan / intimidation to ask • Self-sufficiency as goal • Agency/ability to take responsibility for own learning • Transition <p>Which narratives should be prioritized—consensus for mom and two children story from HHS, Library story, and work experience story</p>
5. Network Hubs	15 min	a. Resource Requirements b. Targeted Services and Demographics	
6. Building Network Capabilities	15 min	a. Professional Development priorities b. Prospective ADVANCE Newsletter – Communicating ADVANCE Opportunities and Outcomes with the Community	<p>November 15th and 16th—21st Century Employability training. Train the trainer event at the Beach Retreat.</p> <ul style="list-style-type: none"> • Teaching the (10) identified employability skills. State of CA has invested in this program, includes digital badging, ability to move ahead when being interviewed • 40 spots are available at no cost to network partners • Email blast with link to register will go out next week • Frank, Josh, Shane, and Dean Deeds have already been trained—plan to embed curriculum into ISP. Shane added that it is a very informative, very good training. Frank noted that it will be important that we all start speaking the same language
7. Next Steps – LTAEC Meetings 2nd Thurs	10 min	Action Items Review	Next meeting—Thursday, October 12 th at 10am at South Tahoe High School

MEETING ADJOURNED AT 12:00PM

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners:

Bob Albrecht, Maxine Alper, Amber Aneloski, Don Ashton, Susan Baker, Aaron Barnett, Janelle Blocher, April Boyd, Peter Brinckerhoff, Jeremy Brown, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Vanina Coudriet, Scott Craig, Brittani Curtis, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Laura Fruitman, Caleb Fry, John Fry, Frank Gerdeman, Bob Grant, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Kyle Jones, Beverly Lassiter, Hedy Lim, Maria Luquin, Claudia Manzano, Bill Martinez, Cindy Martinez, John Martinez, Barbara Mick, Katherine Miller, Sherry Mitchell, Eleanor Moore, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Madelyn Rios, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Vanessa Santora, Penny Shervey, Sabrina Siino, Melinda Stearns, Kim Stephenson, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Doug Williams, Nichole Williamson, Jenny Wilson

AGENDA ITEMS

Topic	Timing	Action Needed	Agreements/ Notes
1. ADVANCE Network-Welcome	20 min	Introductions Brief “Learn, Earn, Grow” Updates	What’s Happening In Adult Learning and Workforce Development Bob welcomed the group to South Tahoe High School. He announced that a CTE Tour will be held towards the end of the meeting for those who are able to join.
2. ADVANCE Network Initiatives Updates	60 min	<ul style="list-style-type: none"> Transition/ RAP Initiatives <ul style="list-style-type: none"> GFSF to P2 – Shared transition coordinator between LTCC/STHS Adult and Youth CTE alignment STHS and Advance Career Center Hospitality Initiatives Culinary Initiatives ADVANCE – Tahoe Chamber Partnership 	Michael began the meeting by providing the following updates/announcements— <ul style="list-style-type: none"> ADVANCE network is very service oriented and trying to create an adult education workforce development to help participants learn, earn, and grow into their preferred future Consortium services—formal agreement with LTUSD, Alpine County, EDCOE, and LTCC to partner and put resources together to meets the needs served by each entity Transition services, personal pathway planning, and guided pathways are the centerpiece of benefit through AEBG—not to spend money to deliver courses, but to help people deliver and grow in careers that matter to them Learn and earn services—sectors that dominate the south shore—developing programs/curriculum to meet those needs. Guest workers and potentially up to the level of apprenticeship. How are we doing this beyond consortium services? Working at partnership levels to bring programs to employers at employer sites. Tahoe Chamber partner, CCC,

		<ul style="list-style-type: none"> • Potential Apprenticeship Grant <ul style="list-style-type: none"> ○ Terms and Conditions; What is Needed; What Will Happen Next 	<p>partnership with TMCC, UNLV, other colleges and employer workgroups.</p> <p>Michael proposed collapsing the agenda and focusing on one slide—what’s happened, what is happening. Michael prompted the group to share what they are happy with from the 1st and 2nd quarter, and what they hope for during 3rd and 4th quarter—</p> <ul style="list-style-type: none"> • Alexis reports to be happy to have the RAP sessions off the ground and up and running. As participants trickle in, able to keep things personalized and flexible. Hope for 3rd and 4th quarter—ESL RAP and programs evolving- more on menu, all partners on table for referrals, more collaboration, align pathways for LTCC classes, including ESL and basic skills, and menu of ADVANCE services as well. • Frank added having partner agencies to ready to refer over to ADVANCE—don’t just send HSE referrals, send us participants who would benefit from the process of building an intentional plan and ongoing, holistic case management. • Nicole added more P2 options for participants—employment openings, job requirements (background checks, etc.), broader menu of services • Dean Deeds stated that he is happy Michael is not only leading ADVANCE, but also braiding funding and engaging in strong workforce. Michael—building pathways not only to non-credit boot camps, but also to full certificate and degree programs/revamping for credit culinary offerings. Dean Deeds added that pathways will align to national standards and Frank, Michael, and himself have been researching TMCC and UNLV programs. Interested in articulating their programs to LTCC. • Dean Deeds reported that it is accreditation week at LTCC—two open forums for accreditors, twice this week, and first four speakers were members of ADVANCE network and everyone spoke passionately and from the heart. Brandon Reed from Beach Retreat also spoke the night before about how connected they are to the ADVANCE network, how they paid employees to attend boot camps, and how it is unusual to have this sort of connection. • Dean Deeds ended by saying he needs help to merge strong workforce to ADVANCE and Career Center. How can the network be helpful? Experts are in the community—need to make sure we are not designing curriculum without their engaged input from the beginning
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- Josh stated that he is happy with the success of the first real Guest Services Boot Camp pilot—(5) out of (7) completed. In addition, a lot of positive feedback from participants and industry partners. Frank added that there will be a 2-day, 21st Century Employability train the trainer event on November 15th and 16th at the Beach Retreat—please register! Hope is to have a strong south shore presence and to speak the same language after the training and contextualize skills into the work we already do. Michael added that the largest gap identified at last year’s business walk was soft skills and work readiness.
- Josh—to wrap up on happening, all (5) participants said they would recommend Guest Services Boot Camp and learned a lot about themselves in the process. Frank added that participants also praised Josh and his teaching abilities. In addition, off-site Culinary Boot Camps—(2) at Cal Base, acquired two burner stoves, and a boot camp at Sierra-at-Tahoe will run the first week of November. Sierra-at-Tahoe employees will also be introduced to LTCC work experience program.
- Josh—hope/help for 3rd and 4th quarters—push industry engagement to the next level, specifically in apprenticeship efforts. Provide mentors, accountable for specific metrics, etc. Michael added—rely heavily on Chamber support, bring in partnership relationships (retail, lodging, restaurant working group). HR Advisory group needed to talk to people who are selecting and onboarding new employees. Josh noted that most of the decision making and involvement in ADVANCE work is going to be on the HR side.
- Josh—Sierra-at-Tahoe seems to be putting most training opportunity into ADVANCE—delivering comprehensive boot camps that serve onsite employees, paralleling work experience. Delivering onsite, flexible service model.
- Michael—CCC provides training environment in culinary careers and use in their kitchen service centers. John Martinez—putting together destination for Culinary Boot Camp.
- Frank—taking 40-hour Culinary Boot Camp and looking at apprenticeship piece and cross walking with existing Culinary 102—moving from credit to non-credit. CCC’s will send from all sites to 40-hour program in Tahoe, receive college credit, will return to their site and continue to improve sector

specific skills. From design, to incubation, to pilot, to full-blown credit piece. Michael added—creates revenue source for LTCC to help with sustainability, 2. LTCC statewide center of excellence for next level of curriculum that can continue to be built. Creates destination of training/development site. 3. Centers around the state—CCC organization services young adults as on the margin—people who would otherwise be forced to make a decision between street/careers—it's saving and bringing a lot of talent into the market place.

Carlene, Principle of South Tahoe High School, stopped in and made the following announcements—

- Carlene stated that she appreciates the work that is being done within the ADVANCE network
- High School kids are the future of the economy. Business walk results showed that employers prefer graduates from STHS. Creation of grad profile is in the works—community meeting to advertise grad profile on November 6th from 5:30-6:30PM. Focusing on skills like innovation, social/cross cultural skills, life skills, communication, etc. What does instruction look like—come help to get this conversation started.
- Frank shared that type of work at a state level was happening in Vermont—moving work and k-12 to content competency based to create analytical, creative, problem solving individuals. Collaboration for pilots has started with Tallac and EDCOE with Susan Baker. Michael suggested inviting HR Advisory group to this session.
- Carlene—goal to have clear grad profile by December 2017

Bob Grant from LTUSD shared the following—

- Happy to have Carlene as new principle
- Bob provided a brief overview of a video Carlene showed in talking about where we are going with the changing economy—video about adaptable minds called, “Let it Ripple.”
- Get Focused, Stay Focused—third year with 9th graders in creating 10-year plan.
- Michael- large group of high school students participating in GFSF, not yet 18, also prepares an incumbent population to career centric model.
- Bob, HOME/CTE—HOME- Madelyn has been a great help in pushing this forward—doing some of the same things, but fewer and more concentrated, boot camp idea. Help parents help their students become successful. Have about 260 kids who are

homeless, often times, this is a young adult family that need ADVANCE services. Strengthening families is just as important as homework help. Very young families who need to be connected and giving them support—McKinney Vento advocate staff. Provide help and increase academics at the same time. If a family is in car- extra software/computers for them, etc.

- Michael—seeing idea of HOME program evolve and needs to adapt. How do you see HOME program delivering on AEBG focus to stabilize families?
Bob—connection- identify families, provide resources, get HOME program funneled into ADVANCE. New set of people to help identify families who could benefit. Michael- you can intensify CM approach through Network, have Madelyn come to November network and frame what we need to respond to
- Bob- help getting people to participate who need to be there. Also—asking parents, what do parents actually need help with? Survey parents. Will be looking at moving location to see if attendance will improve
- Frank—Lake Tahoe Collaborative started the conversation to have a social service fair. Bob can reach out to families to refer. Model for HOME nights, versus academic boot camps.
- Jenny—cross training, making sure there are a lot of flexibility. Making sure connections are being made. Frank- multiple targeted approaches to help the family taking their first step. Bob- we cannot separate kids from families—they are the root and grow together.
- Bob—CTE: happy—having an HTM trial course for this term at HS. Frank—ask for today of tour—look at space- rehab/auto/tv space/work prep—think about populations you serve, what might be the highest need, quickest ability to offer short term boot camps for adults to offer certificates in evenings. Prioritize 2-3 CTE style boot camps that we want to help school district deliver (November). Bob- use instructors from STHS or LTCC.
- Michael—challenge—funded through ADVANCE to serve 18 and over, best development opportunities 16-18—how do we utilize funds? Bob—dual enrollment, helps blur the lines.
- Amber: 1. Happy—relationships between partners, specially college and ADVANCE. Referrals into WEX and/or internships through ADVANCE. How to apply

		<p>for forest services—inviting ADVANCE, talking about resume workshops, CCC’s, build on relationship. Keeping those events/lines of communication open to continue to develop. Provided interview questions to help prep/prompt for initial internship interview. Working together to help understand the process/know what is appropriate for other students. Sierra at Tahoe Ski resort, partnership with boot camp, work experience.</p> <ul style="list-style-type: none"> • Michael- where is work experience going that is vital—full-time work experience coordinator. To keep growth happening, cannot do it alone. Need HR directors to refer to work experience. Boot camp hours to count towards work experience. To get past the first application, registration process, bring them in, and bring in enrollment services, including BOG waiver. Getting into college system. To be able to take them to the next step. Michael—second half—every WEX student enrolled with ADVANCE, and through ADVANCE enrolled in career center. <p>Bill Martinez from the Family Resource Center shared the following—</p> <ul style="list-style-type: none"> • 1. Happy with partnership and that services are being delivered where clients are comfortable. Challenges—undocumented residents wanting to take for credit classes, but barrier of paying out of state fees. Long-term goal—how can we offer advanced education to undocumented citizens? How can undocumented residents get into for credit classes for career growth, care for and maintain family structure, and be positive examples for their children. • Frank highlighted the expansion with AB540—adults who attended a California High School or Adult School for minimum of three years qualify for in state tuition, regardless of citizenship status. In the short term, he suggested taking this to the LTCC senior leadership team and President DeFranco to explore the creation of funding opportunities to assist with out-of-state tuition costs or approve the interstate agreement rate. • Michael Ward added that President DeFranco has declared LTCC a sanctuary college environment—ADVANCE and LTCC leverage growing influence and partnership to push public policy on this issue, reduce barriers to access, and create a pilot environment.
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Steve Teshera from the Chamber shared the following—

- 1. Happy—the Chamber is getting close to signing an MOA with ADVANCE and the college to be more of an integral part of getting employers and the community to a higher level of participation. In addition, the New Member Services Director will start next Monday. On the transit side, TTD will look at an agreement with the college tomorrow to facilitate student transit services. The Chamber will also be facilitating an HR Advisory group. Hope / Help—anxious to activate the MOA and the details of what needs to be done.

Jenny Wilson, WIOA Title 1, shared the following—

- 1. Happy for the relationships that have been developed and the flexibility of the group to communicate WIOA Title 1 services. Goals—build enough knowledge across the system to build a pipeline of comfortable services. Happening—offer hiring events to many business in the community and coordination with ADVANCE.
- Michael Ward asked Jenny the prospect of a local American Job Center. Jenny—this would be a help/hope. AJC is a one-stop office with a wide variety of services offered. Always felt LTCC and ADVANCE would be a great place for a one-stop.
- Kathy H. from JOIN shared that she wished we could operate a one-stop as a Sierra Region, servicing all, shared enrollments.

Michael showed short video to set the stage for November's meeting agenda—Culinary Apprenticeship Video.

- Apprenticeship model as highest expression to alternative pathway—can achieve what college grads do, more work experience, can include an AA degree or beyond.
- Opportunity right in front of us to build out curriculum. Grant due November 15th.
- Proposal will be put in front of you at next meeting. Funding goes into effect January 18th of 2018 for (2) full years to build out the entire curriculum and build out partnerships and be fully operational by 2020.
- Goal to elevate everything else we are working on to start funneling into a new level engagement with partners.
- Frank added that this pathway does not require residency—dual path of credit and non-credit.

			Review and Discuss Existing and New Consortium, Workgroup Commitments
3. Marketing & Community Outreach	15 min	Network Narratives – Horizon Publication for the TPC Summit	How to Attract Learners & Earners
4. Network Debrief	20 min	How Are WE Doing?	Facilitated Debrief
5. Next Steps – LTAEC Meetings 2 nd Thurs	5 min	<ul style="list-style-type: none"> • Action Items Review • Calendar/ Events Review • November Meeting Priorities 	Next Meeting—November 9 th from 10am-12pm

MEETING ADJOURNED AT 12:00PM

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners:

Bob Albrecht, Maxine Alper, Amber Aneloski, Don Ashton, Susan Baker, Aaron Barnett, Virginia Berry, Janelle Blocher, April Boyd, Peter Brinckerhoff, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Vanina Coudriet, Scott Craig, Brittani Curtis, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Laura Fruitman, Caleb Fry, John Fry, Frank Gerdeman, Bob Grant, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Kyle Jones, Beverly Lassiter, Hedy Lim, Maria Luquin, Claudia Manzano, Bill Martinez, Cindy Martinez, John Martinez, Barbara Mick, Katherine Miller, Sherry Mitchell, Eleanor Moore, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Madelyn Rios, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Vanessa Santora, Penny Shervey, Sabrina Siino, Melinda Stearns, Kim Stephenson, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Doug Williams, Nichole Williamson, Jenny Wilson

Present

AGENDA ITEMS

Topic	Timing	Action Needed	Process/ Notes
1. ADVANCE Network-Welcome	10 min	Introductions and Agenda Review	Michael welcomed the group and introductions were made.
2. ADVANCE Director's Report	20 min	End-of-year Report on ADVANCE status and Outcomes	<p>Frank presented an end-of-the-year highlights PowerPoint (please see attached)—</p> <ul style="list-style-type: none"> Highlighted off-site Culinary Boot Camps, including Heavenly and Sierra-at-Tahoe ADVANCE invested in the infrastructure needed to hold off-site Boot Camps by purchasing mobile stoves and a program truck. The truck was purchased in partnership with LTCC. Kicked off the implementation of RAP (<i>Registration, Assessment, Planning</i>) sessions—not just a hoop to access programs, but a valuable service offered to participants to support their pathway planning process and in connecting to partners. Alexis—assessing all ESL pre and post assessment, English Language and Reading proficiency Slide—Beacon staff from partners at Camp Richardson who completed the Culinary Boot Camp 21st Century Skills training—funding through CCCC office. Held at Beach Retreat—2-day course that included employers and non-academic partners—DOR, JOIN, Inc., HR from Beach Retreat, Food & Beverage Manager from Lake Tahoe Resort, etc.. Goal to speak the same employability skills language in SLT. Dean Deeds added that this is an example of ADVANCE leading the way—21st Century Skills was developed in a

Northern CCC, is now adopted by the Chancellor's office, and the State of California now recognizes these digital badges in their hiring process. These skills will also be the foundation for work experience moving forward and will be piloted in the spring quarter. This may bring in additional employees from across the basin who may not be interested in college, but would like to develop their soft skills, and employers will see the value.

- Frank added that Sierra-at-Tahoe is piloting work experience with their employees—goal to have 20-25 employees enroll for winter quarter.
- Guest Services Academy Boot Camp—kicked off in the last year and uses 21st Century Skills as foundation of course. Now that more people are trained, goal is to have additional boot camps with multiple instructors.
- Madelyn Rios inquired about additional training for the 21st Century Skills—yes, contact Frank Gerdeman if interested.
- Michael Ward—capacity and capability—this adds, and gives community access and skills—doing so shortens the pathway for employees to gain access to more advanced program services through the college. Populations under engaged—veterans, ESL, those who did not finish education, etc. deploying this through the community creates more opportunities to the front-end work. Business walks—very vocal in expressing need for soft skills.
- Guest Services Academy Boot Camp— included the Chamber's Peak Performance Program. Move to a more formal partnership with the Chamber—powered by ADVANCE logo on their site.
- ADVANCE provided professional development for community—Josh presented one of the 21st Century Skills at the Chamber to a group.
- Celebrity judges for Culinary Boot Camp—President DeFranco, John Rice
- Community Professional Development—Dr. Manuel Pastor presented on social justice and economic mobility
- Culinary Boot Camp completers—received locally produced certificates. Industry partners were very involved with the creation of the course and completers receive preferential hiring and/or wage increases. More employees are also being paid by their employers to complete the course.
- HSE test administration continues and more continue to earn their certificate—ADVANCE HSE completers were invited to walk in EDCOE/Mt. Tallac graduation

			<ul style="list-style-type: none"> Partnerships matter—participant example whose work is deeply connected to these four partners: ADVANCE, DOR, EDCOE, LTCC—first dual enrollment work experience adult in Tahoe Culinary Boot Camp in Spanish—more of an experiment this year, Spanish version will be offered more frequently if awarded new grant “Typical day” white board slide Learning on the road—team to DC to attend National Apprenticeship Conference Local presence not just for ADVANCE, but also for college—Sample the Sierra slide—1. Community presence, 2. Let industry partners know that we are there to support them as well, not just in boot camps and training employees, but their business as well On the pitch at LTCC—summer and fall months on soccer team—fundraiser for college athletic department—make sure ADVANCE is advertised and supports the college Announcement at Beach Retreat slide—key partner of ADVANCE Tahoe Prosperity Center lead sponsor—discussed three critical issues—housing, workforce development, entrepreneurship Presenting on work at state AEBG in January and CCAE in May, and at National Adult Education Conference in Phoenix in March More good news—college in partnership with ADVANCE, received 500k grant to build out pre-apprenticeship program ADVANCE ensured that all college ID’s work as bus pass. Bill Martinez stated that this has been wonderful for Family Resource Center participants.
3. Holidays Reflection	30 min	3 Gifts	<p>Michael set up the year in review reflection exercise and asked partners to share three gifts—1. Personal Reflection: gift you feel that you have received directly or on behalf of those you represent, 2. Gift you have been able to contribute to ADVANCE, and 3. A gift you would love to see realized in the coming year:</p> <ul style="list-style-type: none"> Bill—offering facilities for programs to make people feel more comfortable. Undocumented population will not come out of fear—engaged those to come and participant more comfortably. Received—more engagement with folks who have not normally come to FRC to receive services—have not historically come—hope to gain—continue partnership and more opportunities for clients to improve quality of life, to try to get beyond fees for undocumented students who want to seek higher education. In state-tuition for

undocumented residents—community is not whole without this.

- Katharine—partnership with Alexis coming to office hours once a month, bringing individuals back into the library for more reasons and connection to additional services. Nicole added that a RAP session there on Tuesday and 8 have RSVP'd
- Michael—before ADVANCE, idea was to not make the college the hub for all learning and development. Very validating to purpose
- John Pillsbury—ADVANCE in general has been a gift to help people with disabilities in the community. Frank has helped, as well as Dean Deeds, with North Shore development. Also with employees time—connecting people to each other. Connecting to the college, ADVANCE services, and walking DOR clients through the processes. Gift is a number of people have been successful and are moving forward. Real collaboration that is benefiting everyone. Shared client spotlight—EP's life is symbolic where her life is totally different now, and she's contributing to community.
- Kathy H. (JOIN)—from NV, felt tools and collaboration and ability to reach out to both sides has been phenomenal. Ability to work with basin. Tools and resources that we do not have to duplicate. Looking forward to more success on NV side to show seamlessness of Stateline and South Lake.
- Dean Deeds—gifts to college that ADVANCE Network brings—an accreditation visit occurred in October and was an all consuming process. LTCC passed with glowing colors and six commendations were directly tied to ADVANCE, the network, and established partnerships. Give—goal to braid everything we are doing together, create pathway options, ADVANCE model into for-credit options.
- Michael added that traditionally adult education has been an island for people who have struggled with traditional pathways, return to adult education, and then struggle to find options beyond. Advance model has moved to more collaboration and is a pivotal brand that is moving education out of a building and into community life.
- Eleanor Moore, Alpine County—main gift received is being able to connect to a group of people who are remote and disadvantaged and creating personal relationships within the Alpine community. Personal gift—position through grant allows for meeting residents where they are at in the community and bringing hope to the people. Goal—ability to reach more people in the future.

			<ul style="list-style-type: none"> • Madelyn Rios, LTUSD—gift—being able to teach at LTCC, further services at schools and connecting them to ADVANCE if they are also parents at the school district. Work with more families. At Tahoe Valley Elementary School, close to low-income housing, there is a 17% homeless rate. Modern makers came and facilitated a clay ornament activity and the Suicide Network was present to provide counseling, review short-term depression. Families were very appreciative. Gift to see—solidify the CTE relationship and create short-term boot camps at the high school. • Michael added that the Mental Health workgroup occurs the first Thursday of every month and addresses suicide/depression. • Michael- ADVANCE team has been a gift to college and community—keeping the fire alive and flexible constantly—thank you.
4. ADVANCE Network Initiatives - Updates on Status and Requests for Support	50 min	<p>What Is In the Pipeline and Trending for ADVANCE:</p> <ul style="list-style-type: none"> • Transition/RAP Initiatives • CTE Alignment STHS and ADVANCE • Consortium Initiatives • Hospitality Initiatives • Culinary Initiatives • Work Based Learning Initiatives 	<p>Review and Discuss Consortium and Workgroup Initiatives, Barriers, Accomplishments, Resource Needs—</p> <ul style="list-style-type: none"> • Transition—RAP, partnerships, online, Susan Baker. Mobile option to register for RAP sessions • STHS ADVANCE, CTE Alignment—Madelyn Rios, Frank, Bob Grant—meeting in January to discuss. • EDCOE—Frank scheduling meetings with Gary and his instructor at SLT Jail to discuss enhanced services in terms of educational support. Proctoring support for students who are thinking about enrolling in college classes in jail and look to release. Expand transition services and support prior to release. • Alpine COE—Frank—increased access to LTCC coursework. Nicole and Danny from enrollment services went to Alpine and facilitated a workshop for LTCC application/registration paperwork—for any course, but specific to ECE classes needed to become an Assistant teacher. Committed to online registration piece, Eleanor for proctoring support, and delivering two of four ECE courses in person. • LTCC Work Based Learning Initiatives—on Tuesday night the Board approved an Apprenticeship and Work Based Learning Coordinator and this will be an open position. Will be expanding out programs through LTCC, STHS dual enrollment, maintain connections with ADVANCE career center/network, embedding 21C Skills curriculum fully in spring, no later than summer. Admin. Work—will develop online onboarding process (ISP as well). • Brad—seeking four initial faculty teaching students for work experience—you don't have to be content expert,

just meet min. qualifications. On-the-job supervisor is providing training, and students will meet with faculty 3-times per quarter (virtual/in person) to discuss 21C, set objectives, mid-term, talk about progress, and meet with work-site supervisor in order to make this meaningful. Looking to expand Work Experience enrollment significantly. Aggressive target of 100 incumbent workers in addition to 200 enrollments in the fall. Business, ISP, environmental, digital media, hospitality/tourism, fire, EMT, criminal justice work experience. Fast tracked due to recent developments of grant—funding 100% of new position for two years.

- Pre-apprenticeship, registered on the job training—allow us to build a foundation, future opportunities to possibly access additional funds/support in order to establish the Tahoe Culinary Academy based on registered apprenticeships. Foundation for hospitality management program—essential component is work experience and course content credit competency based hospitality management.
- University Center—AA and beyond without having to leave town. More competency based, true differentiator—this would take someone from line cook, to entry level, to degree. ACF aligned degree, 2000 hours work experience—game changer for tourism component.
- Michael—how does a small community with limited resources act large with more—when LTCC moves out of learning space into learning and earning space—work based learning, competency based supervised and guided—across the board this is a good strategy and how good communities work. College needs to align with economic energy and that is hard for a higher institution to move towards. Grow—key because it is the transition/planning function that makes work experience different than on the job training.
- Culinary Framework—work based learning competency model slide—can work full-time, the entire time. Brad emphasized that the individual's job is what is earning their experience—employers have to agree to wage progression, training, retaining—no more job stealing—and move to a model that will work for everyone. None of the employers have all stations required for apprenticeship—they will have to work together on this. Once established, SLT can start competing against Colorado, Utah, Whistler, and lift the quality of service with an ACF aligned degree.
- Michael—part of the vision is to use education as driver to elevate service. Virtual cycle of development—individuals grow, economy gets better, rising tide.

			<ul style="list-style-type: none"> • Frank and Brad thanked Michael for writing the pre-apprenticeship grant. • Why pre-apprenticeship—will discuss this more in January. Employer driven process—linking to their standards. <p>Michael made the following statements to close the meeting—</p> <ul style="list-style-type: none"> • Funded to launch pre-apprenticeship strategies take place in 18/19. Positioned to submit another grant in Jan. for full registered apprenticeship program. • Establishing apprenticeship standards with the State of CA dept. of industrial relations—certify apprenticeship offerings through ADVANCE that meets all employment requirements for the State of CA. • Must establish wage levels as percentage incremental changes, so smaller kitchens can compete with larger. This is in motion right now, expect to have done by the 22nd of this month. • Will be registered in CA by January—this allows us to submit for an additional funding increment. • Enormous wins—moves out of the realm of small rural CA Community College to a State level training environment.
5. Next Steps – LTAEC Meetings 2 nd Thurs	10 min	<ul style="list-style-type: none"> • Action Items Review • January Meeting Priorities 	Next Meeting: January 11 th , 10:00AM-12:00PM

ADJOURNED AT 11:48

Facilitator: Michael Ward

Director: Frank Gerdeman

Partners:

Bob Albrecht, Maxine Alper, Don Ashton, Susan Baker, Aaron Barnett, Virginia Berry, Janelle Blocher, April Boyd, Peter Brinckerhoff, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Vanina Coudriet, Scott Craig, Brittani Curtis, Aaron Darke, Brad Deeds, Erin Dobyms, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Laura Fruitman, Caleb Fry, John Fry, Frank Gerdeman, Bob Grant, Amber Goligoski, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Beverly Lassiter, Hedy Lim, Maria Luquin, Claudia Manzano, Bill Martinez, Cindy Martinez, John Martinez, Barbara Mick, Katharine Miller, Eleanor Moore, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Madelyn Rios, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Vanessa Santora, Penny Shervey, Sabrina Siino, Melinda Stearns, Kim Stephenson, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Doug Williams, Nichole Williamson, Jenny Wilson

Present

AGENDA ITEMS

Topic	Time	Action Needed	Process/ Notes
1. ADVANCE Network-Welcome	15 min	Introductions and Agenda Review The Power of Networks - Briefing	<p>Michael welcomed the group and introductions were made.</p> <p>Alexis played the ADVANCE Learn, Earn, Grow promotional video that highlights the “power of partnerships” and the network.</p> <p>Michael reviewed today’s four part agenda—</p> <ol style="list-style-type: none"> 1. Short briefing—life cycle of this network. Pause and reflect. 2. Debrief on part-1 of this conversation from last month 3. Divide into small groups to take a deeper dive. 4. Discuss calendars <p>Central framing question from last month—posted series of historical reflections on how we got here.</p> <p>Used graphic—</p> <ul style="list-style-type: none"> ▶ June 2014—launched idea of forming this network. Small amount of funding/planning money to address unmet adult education learning needs in the community. Small group was formed and spent 6 months in a rush to create a comprehensive plan.

			<ul style="list-style-type: none"> ▶ February 2015—plan was published, but group went on hiatus until approved. ▶ June 2015—Group reconvened ▶ December 2015—comprehensive plan #2 ▶ 2016—launched / hired staff, put system together and team to support roll out of plan, network support ▶ August 2016—plan update, kept adjusting strategy and looking towards the horizon ▶ Consortium is the college and institutional partners and has function under AEBG ▶ 2017—Launch Boot Camps, transition services, move to apprenticeships ▶ Purpose and energy cycle
5. Network Purpose Workshop – Part 2	60 min	<p><i>“What role and practical actions should the ADVANCE Network pursue in 2018?”</i></p> <ul style="list-style-type: none"> • Review workshop result – Part 1 • Self-assigned Breakout groups (Part 2) –Purpose Statement, Recommend Priorities, <u>Clarify Specific Network Role</u> • Report and Debrief for consensus priorities • Contradictions (Resolve) 	<p>Michael reviewed the group exercise from last month—</p> <ul style="list-style-type: none"> ▶ A product of individual input and dialogue and ability to put together the things that belong together. One challenge of the network—What is the relationship between the role of the network, the governance function, and the program? ▶ Married workforce development and Adult Education. Not at LTCC yet—trying to meld CTE and ADVANCE at college. Challenge as a network—how clear are we on our role and purpose, and can we prioritize how we express that purpose? ▶ Reviewed exercise agenda sheet <p>Michael invited the group to form (3) one-day working groups to address first three columns. See attached for completed Purpose Statements, Network Role Clarifications, and Recommended Priorities.</p>
6. Top Priority Strategy	30	<ul style="list-style-type: none"> • Facilitated dialogue and agreement on Network approach and proper role 	<p>Michael debriefed the group exercise—</p> <ul style="list-style-type: none"> ▶ What do you notice about the given purpose, role, and direction for the year? Tangible / addressing similar roles / communication, getting brand out / purposes—to learn what people

		<ul style="list-style-type: none"> • “Agendize” next few meetings from Network Priorities 	<p>do to be the guiding hand / through unique touch points</p> <p>Success stories and mobile</p> <ul style="list-style-type: none"> ▶ Networks need a continuing reason to exist—ADVANCE Network has demonstrated unique contribution.
7. Next Steps – ADVANCE Network Meetings 2 nd Thurs	15 min	<p>Meeting Strategy for 2018?</p> <ul style="list-style-type: none"> - Monthly - Bi-Monthly - Quarterly <p>Meeting Debrief</p>	<p>Next steps:</p> <ul style="list-style-type: none"> ▶ Next meeting—consensus to meet monthly, March 8th 10:00AM – 12:00PM ▶ Act on roles/purpose/priorities ▶ Bob Grant—invite to have service fair ▶ Michael—will take activity today and map out calendar for the year

ADJOURNED AT 12:00PM

“WHAT ROLE AND PRACTICAL ACTIONS SHOULD THE NETWORK PURSUE IN 2018?”

UNDERSTANDING TO STRENGTHEN THE NETWORK	TANGIBLE OUTCOMES	ADDRESSING SPECIAL POPULATIONS	EXPAND EMPLOYER FACING INITIATIVES
<p>Purpose:</p> <p>Achieve better knowledge of resources, increase internal engagement, and build relationships through increased communication.</p> <p>Network Role:</p> <p>Facilitate increased communication by 1. Centralizing resources, 2. Increase network opportunities, and 3. Make the network more tangible by sharing successes.</p> <p>2018 Priorities:</p> <ol style="list-style-type: none"> 1. Field trips—learn through visits to new locations. <p>Share successes at <u>every</u> meeting.</p>	<p>Purpose:</p> <p>Create a clear, connected pathway for network partners and participants to improve their lives and our community.</p> <p>Network Role:</p> <p>Close gaps between network partners and participants through active ambassadorships.</p> <p>2018 Priorities:</p> <ol style="list-style-type: none"> 1. Celebrate and publicize ADVANCE’s many successes. 2. Increase signage in network partner locations. 	<p>Purpose:</p> <p>To explore, acknowledge, and build upon the client’s unique strengths and needs to enhance their quality of life.</p> <p>Network Role:</p> <p>We, the ADVANCE Network, agree to provide technical assistance, support, consultation, and advocacy for sustainable and adaptable partnerships, remotely and as needed.</p> <p>2018 Priorities:</p> <p>To engage the client where they are at (psychologically and physically).</p>	<p>Purpose:</p> <p>Network Role:</p> <p>2018 Priorities:</p>
<p><input checked="" type="checkbox"/> EXPERIENCE THE DOORS</p> <p><input checked="" type="checkbox"/> CREATE NETWORK LISTING WITH SPECIFIC DETAILS</p>	<p><input checked="" type="checkbox"/> USE TASK FORCE APPROACH WHEN NEEDED</p>	<p><input checked="" type="checkbox"/> SERVICES FOR ADULTS WITH DISABILITIES</p>	<p><input checked="" type="checkbox"/> EXPAND BOOT CAMPS TO OTHER INDUSTRIES (E.G. RECREATION)</p>

<input checked="" type="checkbox"/> COMMUNITY PRO AND WARM HANDOFF LINKAGES <input checked="" type="checkbox"/> EXPAND AMBASSADOR PRESENCE IN COMMUNITY BEYOND ADVANCE STAFF <input checked="" type="checkbox"/> INCREASE COMMUNITY KNOWLEDGE OF ADVANCE <input checked="" type="checkbox"/> MAKE STATELINE IRRELEVANT IN SERVICE DELIVERY <input checked="" type="checkbox"/> FIND NEW PARTNERS <input checked="" type="checkbox"/> EXPAND “GOVERNING” MEMBERS <input checked="" type="checkbox"/> EXPRESSING ADVOCACY FOR ANCILLARY CONCERNS <input checked="" type="checkbox"/> INCREASE PARTICIPATION & ATTENDANCE OF PARTNERS	<input checked="" type="checkbox"/> TIME FOR BREAKOUT SESSIONS BETWEEN PARTNERS <input checked="" type="checkbox"/> CAREER CENTER A <u>PHYSICAL</u> REALITY <input checked="" type="checkbox"/> HELP STHS GET FULL ACCREDITATION <input checked="" type="checkbox"/> PUSH HOUSING ADVOCACY <input checked="" type="checkbox"/> CELEBRATE/ PUBLICIZE ADVANCE NETWORK’S MANY SUCCESSES <input checked="" type="checkbox"/> CONTINUE TO SAHRE SUCCESSES <input checked="" type="checkbox"/> TRACK TASKS, GROUPS FOR ACCOUNTABILITY	<input checked="" type="checkbox"/> JOB TRAINING FOR INCARCERATED AND VETERANS <input checked="" type="checkbox"/> OUTREACH TARGET GROUPS FOR ENGAGEMENT <input checked="" type="checkbox"/> WORKFORCE SEASONAL TRANSITIONS	<input checked="" type="checkbox"/> INCREASE SHORT TERM CERTIFICATES DEVELOP EMPLOYER SUPPORTING ACTIVITIES
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El Dorado County Library, South Lake Tahoe
1000 Rufus Allen Blvd, South Lake Tahoe, CA 96150

Facilitator: Michael Ward

Director: Frank Gerdeman

Partners:

Bob Albrecht, Maxine Alper, Amber Aneloski, Susan Baker, Aaron Barnett, Janelle Blocher, Rich Bodine, Danielle Bogan, April Boyd, Peter Brinckerhoff, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Brittani Curtis, Aaron Darke, Brad Deeds, Klaus Feyersinger, Jane Flavin, Alexis Foley, Laura Fruitman, Caleb Fry, John Fry, Frank Gerdeman, Bob Grant, Lt. Terrell Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Ivone Larson, Beverly Lassiter, Hedy Lim, Maria Luquin, Bill Martinez, Cindy Martinez, John Martinez, Barbara Mick, Katharine Miller, Cristina Nunez, Sabrina Owen, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Madelyn Rios, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Andrea Salazar, Vanessa Santora, Penny Shervey, Justin Sinner, Sabrina Siino, Melinda Stearns, Kim Stephenson, Joan Stine, Eric Sturgess, Gary Sutherland, Josh Sweigert, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Doug Williams, Nichole Williamson, Jenny Wilson

AGENDA ITEMS

Topic	Time	Action Needed	Process/ Notes
1. ADVANCE Network-Welcome Director Report	15 min	Introductions and Agenda Review Consortium Member Allocations 2018-19	(See attachment)
2. Host Partner Welcome & Tour	60 min	El Dorado County Library at South Lake Tahoe - <ul style="list-style-type: none"> • Role in Addressing Unmet Adult Education and Workforce Support Needs • Hubs, Partnerships, Special Populations Served • Walk to CalFresh for Tour 	
3. Activate Top 2018 Priorities	25 min	Working Groups: <ul style="list-style-type: none"> • ADVANCE Promotion: Facebook Page (Frank) – Network Stories, Create a “Group” • Instagram (Josh) • Connect to Tribune, LTN, Tahoe South (Frank) • Signage – “Member of ADVANCE” (Frank) 	(See attachment)
4. Network Leadership	15 min	<ul style="list-style-type: none"> • Establish Co-Chairs for the Network Beginning May 12 • Meeting Debrief 	
5. Next Steps Logistics	5 min	ADVANCE Network Meetings 2 nd Thurs May 10, 2018 - El Dorado County Behavioral Health June 14, 2018 – JOIN, Carson City	

2018-19 Proposed Member Allocations

- ▶ Total amount includes a 4% COLA increase
- ▶ Does not include 2017-18 carry forward funds

ADVANCE	Alpine USD	EDCOE	LTCC	LTUSD	TOTAL
\$573,481	\$60,000	\$52,500	\$146,000	\$53,200	\$885,181

“WHAT ROLE AND PRACTICAL ACTIONS SHOULD THE ADVANCE NETWORK PURSUE IN 2018?”

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<ul style="list-style-type: none"> ☑ Experience The Doors ☑ Create Network Listing With Specific Details ☑ Community Pro And Warm Handoff Linkages ☑ Expand Ambassador Presence In Community Beyond Advance Staff ☑ Increase Community Knowledge Of Advance ☑ Make Stateline Irrelevant In Service Delivery ☑ Find New Partners ☑ Expand “Governing” Members ☑ Expressing Advocacy For Ancillary Concerns ☑ Increase Participation & Attendance Of Partners 	<ul style="list-style-type: none"> ☑ Use Task Force Approach When Needed ☑ Time For Breakout Sessions Between Partners ☑ Career Center A <u>Physical</u> Reality ☑ Help Sths Get Full Accreditation ☑ Push Housing Advocacy ☑ Celebrate/ Publicize Advance Network’s Many Successes ☑ Continue To Share Successes ☑ Track Tasks, Groups For Accountability 	<ul style="list-style-type: none"> ☑ Services For Adults With Disabilities ☑ Job Training For Incarcerated And Veterans ☑ Outreach Target Groups For Engagement ☑ Workforce Seasonal Transitions 	<ul style="list-style-type: none"> ☑ Expand Boot Camps To Other Industries (E.G. Recreation) ☑ Increase Short Term Certificates Develop Employer Supporting Activities