

5/15/20

Member Leadership Team

John Pillsbury, John Rice, Michelle Risdon, Matt Strahl,
Gary Sutherland
<https://cccconfer.zoom.us/j/7510079598>

1:30 – 3:00 pm

Zoom

AGENDA ITEMS

Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome	20 mins	Welcome and member updates	<p><i>Members Steve Teshara and Bob Grant were unable to attend due to schedule conflicts.</i></p> <p>Each member provided quick updates - Fall schedules remain unclear for the K-12 Districts (though plans are being reviewed and revised by both Boards), EDCOE is unsure when on-site support and services (including testing in Placerville) will resume though adult learners continue to work virtually and remotely, especially on completing high school credentials. LTCC will remain primarily virtual, including EVE (enhanced virtual education), though some hybrid courses will be offered in critical CTE and Science areas this Fall.</p>
2. Director's Updates	35 mins	<ul style="list-style-type: none"> ▶ Budget Update(s) 	<p>Frank covered the implications of the recently announced cuts to CAEP funding (\$66.7 million state-wide or @12.1% which will be spread among all members receiving funding in 20-21). Leadership consensus that this was unfortunate given the role our services play in times of economic uncertainty, increasing unemployment and shelter-in-place pandemic but it was equitable to reduce across the board and that this will be reflected in NOVA CFAD amendments late May/early June. Because of diversified funding streams and additional service contracts (most notably WIOA Title I and Conservation Corps) we are in</p>

		<p>▶ Program updates</p>	<p>fairly decent shape – no reduction in staffing or services anticipated at this time and fingers crossed that we may see some re-instatement of reduced funds – if/when that occurs, any increase will also be equitably dispersed.</p> <p>On the program front, Frank shared that the off-campus location is now up and running and we are able to begin offering 1-1 “emergency” services. These require a pre-screening, approval by the Director for any appointment (primarily HSE testing for those seeking to graduate in June and UI claim filing for those who have been unable to complete yet), and use of all appropriate safety guidelines (including masks, social distancing, cleaning between appointments, etc.). Office will also allow for continued dispersal of staff/services once we can return to our on-campus offices. Located at 2311 Lake Tahoe Blvd the new site may also increase access for clients on the western end of town.</p> <p>The team is working on reviewing as much relevant information on state, national and industry specific COVID-19 operating (re-opening) guidelines as possible. One of our goals is to create a culinary/hospitality boot camp that can be made available for training returning/new employees to support businesses as they plan for re-opening. In addition, these could form the basis for new modules to be integrated into LTCC culinary and hospitality credit courses.</p>
<p>3. New Items</p>	<p>20 mins</p>		<p>Frank reported that he had contacted the Community Foundation for California Community Colleges (housed at the Chancellor’s office) to explore options and opportunities around staffing and general contract services support as they are able to</p>

			<p>operate as an “employer of record” for various organizations, positions, and contract types. This could allow an extra level of flexibility and responsiveness for the team, especially as the current pandemic and economic situations are so fluid and the structure/processes of the college may not always allow for rapid response (or may not prioritize limited HR resources to our immediate program needs). Frank was authorized to broaden discussions with the Foundation and as information is gathered, bring it back to this group for review and potential decision/action. This would also allow for a phased pilot by starting with temporary positions and services traditionally provided under personal services contracts – both of which are critical to meeting the evolving needs of our clients and our community.</p>
<p>4. Next Steps</p>	<p>10 mins</p>	<p>Next meeting - July 17 1:30 – 3:00 pm</p>	<p>Possibility of in-person but likely Zoom (to be confirmed)</p>

8/23/19

Member Leadership Team

John Pillsbury, John Rice, Brad Deeds, Steve Teshara, Matt Strahl,
Gary Sutherland, Bob Grant

1:00 – 3:00 pm

LTCC - Room A 256

AGENDA ITEMS

Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome	20 mins	Introductions and short background(s)	Updates and short backgrounds on each member as this will be our first year with he fully expanded compliment of members (now 7)
2. Recap-Refresh	30 mins	<ul style="list-style-type: none"> ▶ Background on structure ▶ NOVA and Budget Introduction/Review ▶ Three Year Plan ▶ Annual Plan 	<p>Frank covered the current organizational structure – members, funded members, voting members as well as staff structure/responsibilities to help bring new members up to speed.</p> <p>Frank also provided a brief overview of the budget and plan process in NOVA which included a review of the current three-year plan and the annual plan and process.</p>
3. Director’s Updates	20 mins	<ul style="list-style-type: none"> ▶ Program update(s) ▶ Upcoming Reporting Requirements 	<p>Frank reported that the culinary apprenticeship program will be registering first apprentice this fall (early to mid-September).</p> <p>Frank covered upcoming reporting dates – 4th quarter expenditures are due end of August so please get those into</p>

			NOVA. In addition, member annual plans and budgets will be due in September, also in NOVA, please reach out to Frank if you need/want assistance.
4. Leadership Team Work Plan	30 mins	What do we want and need to do this year?	Group began to map out plans for the year, in part, to assist with creation of member annual plans due next month. Goal(s) continue to be increase connection to, and completion of, client pathway plans, kick off culinary apprenticeship, explore additional apprenticeship opportunities (especially in Ski Lift Maintenance), and explore other industry needs that could benefit from new, pilot boot camps – currently working on small-engine repair for implementation later this fall.
5. Next Steps	15 mins	Identify action items Next meeting - Establish new schedule (every other month?)	



Leadership/Board

Alpine USD, EDCOE, LTCC, LTUSD, Sierra-at-Tahoe (employer), Tahoe Chamber, Community Rep

Director

Frank Gerdeman

Transition Navigator

Nicole Paulley-Davenport
WIOA Title I

Industry Coordinator

Scott McCoubrey
CAEP

Transition Navigator

Meredith Crosby
Pre-Apprenticeship/CAEP

Program Assistant

Charlotte Rosburg
CAEP

Transition Navigator

Claudia Manzano
CAEP

ADVANCE Budget 2019-20

	760 (all)	750 (WIOA)	Total	
Revenue(s)	\$ 921,864.00	\$ 68,000.00	\$ 989,864.00	Includes CO 17-18 and 18-19
Expenses				
1000 (instruction)	\$ 25,000.00		\$ 25,000.00	For incubation/support of LTCC courses
2000 (classified)	\$ 292,359.00	\$ 41,105.00	\$ 333,464.00	ADVANCE staff, position support for CUL technician
3000 (benefits)	\$ 166,604.00		\$ 166,604.00	Benefits, all
4000 (supplies)	\$ 41,791.00	\$ 26,638.00	\$ 68,429.00	
5000 (operations)	\$ 339,610.00	\$ 257.00	\$ 339,867.00	Includes bus pass (50K, rent - tbd, contract, PD, etc)
6000 (capital)	\$ 56,500.00		\$ 56,500.00	renovations (18K, furniture,etc)
7000 (other)				
Total	\$ 921,864.00	\$ 68,000.00	\$ 989,864.00	
Revenue-Expense	\$ -	\$ -	\$ -	