

Member Leadership Team Present: John Rice, John Pillsbury, Matt Strahl, John Simons

Note Take: Frank Gerdeman

https://ccconfer.zoom.us/j/7510079598

7/16/21

1:30 - 3:00 pm

Zoom

Торіс	c Timing Approach or Action Needed		Agreements/ Notes		
1. Welcome	25 min	Welcome, including new representatives (LTUSD and EDCOE) and member updates	Most updates centered on the struggle to find employees and that connection to shortage of housing. Welcomed John Simons, Director of Secondary Education w/LTUSD, who has replaced the recently retired Bob Grant as the District Rep. (Slow start and abbreviated meeting due to lack of initial quorum which occurred at @ 1:50 pm with the arrival of John S.)		
2. Director's Updates	20 min	General Updates (plus request headshots and title info from new member reps)	Frank provided a general budget update and the additional increase now that the Budget has been signed. Final consortium allocation is \$952,966 which is @ \$23,000 higher than the January budget. Most of this will go to cover the end salary increases for staff that resulted from end of 20-21 negotiations (an across the board 5% for the ADVANCE team) without having to reduce planned spending in other areas. Once the final figures for 20-21 are available in the QSS system, Frank will provide another update on actual carry forward (current budgets are conservative estimates). Frank also discussed plans to engage a regional marketing/publishing group to help prepare an official Five-Year Retrospective. This will not only share key data points but		

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3. New Items	30 min	Follow up discussion on group "{homework" • What do you want ADVANCE to look like in 5 years? • What is important to maintain? Evolve? Protect?	Given the small number of attendees, this was pushed back to a future meeting. Group discussed the possibility (and logic) of folding this idea of the "next five years" into the Retrospective work mentioned earlier. John P asked that we add program update by staff members to future agenda items. Will start with September meeting
4. Next Steps	5 min	Next meeting – September 10 or 24, 2021 1:30 – 3:00 pm	Discussed moving to 2 nd or 4 th Friday to avoid conflict with LTCC Board packet prep. Frank will see if one is better for the college and then new date will be shared for September meeting (and moving forward)

21-22 Budget - ADVANCE CAEP

Revenue	\$ 760 952,966.00	\$ 761 55,000.00	\$	762 90,000.00	\$ Total 1,097,966.00
Expense					
1000	\$ 10,000				\$ 10,000
2000	\$ 285,371	\$ 15,206	\$	30,000	\$ 330,577
3000	\$ 161,865	\$ 9,500	\$	7,500	\$ 178,865
4000	\$ 25,650		\$	10,000	\$ 35,650
5000	\$ 254,080	\$ 30,294	\$	42,500	\$ 326,874
6000	\$ 5,000				\$ 5,000
7000	\$ 211,000				\$ 211,000
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	\$ 952,966	\$ 55,000	Ş	90,000	\$ 1,097,966
Balance	\$ -	\$ -	\$	-	\$ -

20-21 Budget - ADVANCE Other

Revenue	\$ 750 - GS 68,000.00	\$ \$ \$	768 - Misc 52,000.00 35,000.00 17,000.00	\$ Total 120,000.00	Notes 768 - Total for source coded 768 - is carry forward from 20-21 768 - Contract with CA Conservation Corps
Expense 1000				\$ -	
2000	\$ 42,337.00			\$ 42,337.00	
3000	\$ 25,466.00			\$ 25,466.00	
4000		\$	45,000.00	\$ 45,000.00	
5000	\$ 197.00	\$	7,000.00	\$ 7,197.00	
6000				\$ -	
7000				\$ -	
Total	\$ 68,000.00	\$	52,000.00	\$ 120,000.00	
Balance	\$ -	\$	-	\$ -	



9/24/21

1:30 - 3:00 pm

Member Leadership Team

Present: Steve Teshara (Chamber), Carey Buchanan (EDCOE),
Matt Strahl (Alpine), Dr. Michelle Risdon (LTCC), John Simons (LTUSD)

Guest: Nicole Paulley-Davenport

Note Take: Frank Gerdeman

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Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome	25 min	Welcome and member updates	Welcomed Carey Buchanan as the new representative from EDCOE. Carey has replaced Gary Sutherland and in addition to her work overseeing adult education, is also responsible for the education program s at County facilities in SLT (the jail and the JTC). Dr. Risdon shared updates on the kick-off to fall quarter at LTCC which had been pushed back a week due to the Caldor Fire. She also shared the link to this year's State of the College Address and information on a number of recent grants received by the college.
2. Program Update(s)	15 min	Nicole Paulley- Davenport will provide overview and info with a focus on the WIOA Title I work	After a brief background piece by Frank on history of contract/ relationship with Golden Sierra, Nicole Paulley-Davenport presented on the WIOA title program impact at the client level (see attached presentation notes)
3. Director's Updates	20 min	General Updates Leadership Team expansion – updates New meetings 2 nd Friday every other month	Continued to provide emergency support during the evac (but limited as we also had to take care of each other). Working with a couple of the other ongoing relief efforts – STRA and 800 Number examples Retrospective project is moving forward – initial staff and partner storyboarding complete and I'll be able to share a rough outline of

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			what we are hoping to produce early next week (may also involve some one-on-one calls with Leadership members). Michelle R. suggested us to look at impact beyond clients to their families, workplace, etc. – will be sure to include that as we build the narratives.
			Believe we have a student member - finding time to sit down and talk/onboard more difficult by the recent events but hope to make an official "nomination" at the next meeting. In lieu of adding a new "organizational" seat we could add a member representing traditionally underserved populations – Tere Tibbetts was mentioned as a possibility, Frank will reach out and talk with her about interest.
4. New Items	25 min		N/A
5. Next Steps	5 min	Next meeting – November 12, 2021 1:30 – 3:00 pm	Adjourned at @2:30 pm

- How it works: Our WIOA funds are available to support adults 18 and over in South Lake
 Tahoe and Alpine County, and I get referrals in various ways—
 - Directly from Charlotte, our Program Assistant and HSE Test Administrator, who provides onboarding for new referrals
 - From another Navigator within our team
 - Direct referrals from the County HHSA, Alpine HHSA, or Alpine Native TANF offices
 - Or other direct referrals from partners like Lake Tahoe Community College
- General Needs / Supports: With WIOA Title I funding, we are able to support eligible
 individuals with their career/education goals—sometimes that means using funds to
 cover the tuition of an education or training program, but it can also mean using funds
 for supportive services to ensure individual success in their employment or education
 plan. Frank asked that I share some participant and program examples that highlight
 how we are able to our funds:
 - O When WIOA funds are used towards someone's tuition, the program must be on an approved provider list. Since receiving the WIOA funds in July of 2018, Frank has been able to add a number of LTCC programs to this list, including the Fire Academy, Culinary Arts certificate, and an Early Childhood Education certificate. While most individuals have their tuition covered by the CA Promise Grant and/or Pell grants, some do not qualify and some are out-of-state residents.
 - 1. Lilliam S.- Alpine County resident working at Early Learning Center.
 Needed college level courses to keep position and increase rate of pay.
 WIOA covered out-of-state tuition, supplies, and reimbursed mileage.
 - 2. Leo G.- Zephyr Cove resident, current EMT, participating in the Fire Academy. Needed support offsetting out-of-state tuition rates- WIOA was able to cover 50% of his tuition.
 - We have also been able to use WIOA funds to cover training and education programs outside of LTCC. These programs also must be on an approved provider list, and if not, can go through the process of being added.
 - We have had several individuals go through the Commercial Driver's License training at Western Truck School in Sacramento, as well as the Desert Truck School in Sparks. Mileage reimbursement, meal reimbursement, and hotel stays were available to individuals.
 - Medical Billing and Coding out of Western NV College, Online Web Development and Coding through Coding Dojo, Boat Captain's License through Mariner's Learning System
 - WIOA Title I funds can also be used to set-up Work Experience sites, which look like paid internships to the participant, or On-the-Job training plans where a site

has committed to hire a participant, and WIOA funds can be used to subsidize their wages for an agreed upon training period.

- Tahoe Production House has been a great Work Experience site to work with. The owner has now worked with (2) of our participants for the entire 19-week maximum duration of the program, and has trained, supervised, and mentored each person. WIOA is able to act as the employer of record and pay the participant minimum wage, up to 40-hours per week. While TPH does not hire individuals as part of their immediate team, she has contracted with one specific individual, who was also a mutual DOR client, and continues to offer guidance to him with his ongoing projects.
- LTCC's Child Development Center participated in an OJT through WIOA— participant who was exploring career options and also needed employment. Hired as CDC Aide and WIOA subsidized her wages for about 6-months while she went through her training period and continued her ECE at the college. Not only were her wages subsidized, but she also set regular goals with her supervisor, and was able to better understand what her future pathway options could be if pursuing ECE as a career. This was great for both the employer and the participant, who was really trying to figure out her passion. The participate ended up graduating with her AA and started her bachelor's degree in the fall at California State University, Sacramento, and plans to work towards her teaching credential as well.
- One of the more flexible ways that we can use WIOA funding is through Supportive Services. Just as it sounds, supportive services funds can be used to pay for program materials/supplies, such as in the Fire Academy where required gear and textbooks can run upwards of \$1,600, as well as for other various costs like interview clothing. Supportive Service funds have always been helpful, but especially during the pandemic. WIOA allowed us to support a number of individuals with limited monthly rent, utility bills that were not covered by other community resource programs, and other basic needs.
- The last thing that I will share is that we also have a good relationship with JOIN, Inc., a job-training agency in Carson City, who is the NV counterpart to our WIOA program. We will at times refer to one another, as appropriate, and are currently working together to support an individual entering the culinary field. He started culinary courses on Monday at LTCC, and since the culinary certificate is on the approved WIOA provider list, JOIN is covering his out-of-state resident tuition and ADVANCE provided college navigation support and covered the cost associated with the American Culinary Federation apprenticeship program.

Questions...



11/12/21

1:30 - 3:00 pm

Member Leadership Team
Present: Brad Deeds – LTCC, Carey Buchanan – EDCOE, John

Pillsbury – Community Guest – Meredith Crosby Note Take: Frank Gerdeman

Zoom

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	Carey – lots going on at EDCOE
. Welcome 25 min Welcome and member updates	across multiple programs but of special note, a new platform/ program is coming to both the Placerville and South Lake Tahoe jails that would integrate online resource access to students in their education programs. Frank offered to share Traitify with EDCOE programs and will find time to provide an overview and site setup with Carey. John P – gave a bit of his backstory with DoR for Carey's benefit. He remains a staunch advocate for PWD population and the community at large. Also has an invaluable breadth and depth of experie3nce which remains critical to our own successful service delivery. Brad – focused on start of Fall quarter with more in-person offerings and a re-opened campus. Also discussed ongoing challenges to providing robust and effective ES and high school equivalency prep support and the planned June 2022 retirement of Maxine A (LTCC's long-time ESL Coordinator). We will add some work time toa future meeting to help him brainstorm how we might leverage existing work and funding around

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2. Program Update(s)	20 min	Meredith on college transitions (including CA Conservation Corps)	Frank gave a brief intro to our college transition/support focus with some basic data — first year of operation 11 (or @10%) of total also enrolled in college courses 2019-20 saw 86 (or 40%) of total enrolled in college courses and even during the 20-21 Virtual PY 47 (24%) enrolled Meredith Crosby from the staff team presented (see attached notes). Brad appreciated the individual stories she used to illustrate our work and would like us to work on an update for the LTCC Board, Frank mentioned that it is part of the plan with the creation and publication of our five-year retrospective, so sometime after early February (planned completion date of the 12-page publication) would make the most sense as far as timing for an LTCC presentation.
3. Director's Updates	20 min	Budget updates General Program Updates	No real budget updates at this time Frank also covered the following items: Program Area Reporting due 12/1 – EDCOE needs to enter hours (fiscal is complete) and Frank can help Still seeing Increased use of online platforms and more sharing across partner(s), including access to online learning for SLT Jail (and Placerville) Apprenticeship update – especially culinary (West Shore Café) TASC sunsets December 31 moving to HiSET early January

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4. New Items	20 min	Calbright discussion	Frank asked for approval from the group to explore the possibility of "inviting" Calbright to find ways to collaborate/partner with the Consortium (they are the only non-CAEP affiliated CC in the state). Those present felt this was worthwhile and could be advantageous to both organizations. Frank will work on starting that conversation and add updates to future meetings.
		Transition planning(?)	Tied to 5-year retrospective, three- year plan and preparing for eventual Director departure
5. Next Steps	5 min	Next meeting – January 12, 2022	Meeting adjourned at 2:45 pm
		1:30 – 3:00 pm	

ADVANCE Board Presentation – 11/12/21

- Started providing support for all Corps Members looking at college pathways, primarily enrolled in Work Experience
 - Expanded with the creation of General Conservation Certificate- 15 Forestry Corps members selected through an application to attend college while working for the California Conservation Corps. California Promise Grant and CCC pay for members schooling. Members earn their GCC within a year time frame while simultaneously working on their AA/AS pathway. Within the next year and a half many of them will transition to the new LTCC Forestry Degree.
 - Callum Mckee story. GCC, was hired on as a C1 at California Conservation Corps. Will
 receive his AA in History from LTCC and is transferring to Humboldt State University for
 Fall 2022 semester.
- Navigating with college bound participants
 - While we are partnered with our local community college, Lake Tahoe Community College, we can connect our clients to almost any school/program that meets their specific need(s)
 - Examples: CCV APL course credits to transfer into LTCC for AA pathway
 - To better understand and navigate credit for prior learning or assessment of prior learning procedures took the CAEL Assessment of Prior learning course.
 - California Conservation Corps members enrolled in Sierra College EMT program
 - California Conservation Corps member one credit shy of an AS degree at LTCC. Look into online options at Truckee Meadows, Western Nevada College and Sierra College for PHS-205 and then transfer credit award into LTCC for AS degree in Environmental Science.
- Detailed navigation support on college career pathways: Employability certificates, Certificates (GCC), AA/AS pathway, AA/AS-T pathway, trade school, apprenticeship, work-based learning.
 - Detailed support and instruction in college enrollment steps: OpenCCCApply, California Promise Grant, FASFA, Cranium Café navigation and scheduling of counseling appointments, walk through of educational plan, enrollment into classes via Passport, ordering books through online LTCC bookstore platform.
- Work seamlessly with college departments for support and delivery of warm hand-offs.
 - Examples: Disability Resource Center, EOPS/Equity programs, assessments to determine appropriate general education requirement placements in Math and English, Tutors
- COVID forced a pivot ensuring participant's basic needs were met but it also expanded the
 options through more virtual learning across the entire system.
 - More adults looking to gain skills in non-traditional pathways
 - Utilizing new tools like Skillsmatch and Skillabli to streamline work experience to college credit- Skillabli matches experience to LTCC course outcomes. In future this could pave the way for assessment of prior learning or credit for prior learning. At the very least it

gives participants a starting place for their college pathway goals for individuals with extensive work experience.

- Our Transition Navigator positions and duties served as the foundation for the California Conservation Corps Career and Pathways Transition Navigator positions-14 navigators at Centers statewide. (now into their second year of operation)
- The relationship has also resulted in almost \$100,000 in direct contracted revenue (not a fee for service)



1/14/2022

1:30 - 3:00 pm

Member Leadership Team
Present: John Simons (LTUSD), John Pillsbury (community), Matt Stahl (ACUSD), Brad Deeds (LTCC), John Rice (industry), Carey Buchanan (EDCOE)

Note Take: Frank Gerdeman

Zoom

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	Topic	Timing	Approach or Action Needed	Agreements/ Notes
1.	Welcome	25 min	Welcome and member updates	Brad - testing on LTCC campus for faculty, staff, and students (including all Advance clients) and the college is open and working to make sure that remains the case. John S – LTUSD is closed Thu/Fri before holiday weekend due to staffing shortages (including impact to transportation and food services) but will reopen on Tuesday Matt – Alpine is using independent study days so not closed. He also mentioned that he will be retiring at the end of June 2022. Carey – everything open as of this meeting John R – mentioned the reduction in staffing due to ongoing impact of Caldor Fire, they have closed the GoFund me campaign and raised in the neighborhood of \$100,000.
2.	Program Update(s)		None this month (ESL next meeting)	
3.	Director's Updates	20 min	Calbright Outreach Five-Year Retrospective General program - HiSET	Frank shared some general updates including the idea of outreach to Calbright (though that may be put on hold as they find look to evolve their own strategy) and info on the 5-year Retrospective. Interviews for that publication have started and we should see a draft sometime in mid to late February. Thanks to those who have been (or will be) interviewed. He also shared infomriaton on transitioning to the

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			HiSET for high school equivalency testing since TASC has shut down their product. Advance is registered as a testing site, staff have completed initial training and vouchers to cover costs for clients have been ordered. Once they arrive, we will begin to administer paper-based tests for now – computer-based tests bring a few extra requirements that are currently problematic (mostly around network requirements).
4. New Items	35 min	Annual/3-Year Plan 22-23 Budget coming Member Items/Issues	Frank will share some homework document(s) for members to complete prior to February meeting and will prepare some of the analytical data needed as part of the planning process. We expect initial allocations to be out before the end of January and those will be shared at the next meeting. In addition, now that there is a new CEO at the Tahoe Chamber (Mike G), Frank will set up a meeting with Mike and Steve T to discuss ongoing representation in this group.
5. Next Steps	5 min	Next meeting – March 11, 2021 1:30 – 3:00 pm	Brad and Frank at WSU – shift. Also consider at least one additional meeting for 3 year work (added February 11 and April 8) FEB will include work on 3-year process. Homework assigned to member agencies (and included in the Feb meeting invite).



2/11/2022

Member Leadership Team
Steve, Brad, John P., John R., Matt, Carey, John S.

Guest - Claudia

Note Take: Frank Gerdeman

1:30 - 3:00 pm

Zoom

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Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome	25 min	Welcome and member updates	All members and organizations present updates below: LTCC - Brad provided a few quick updates, the FT Hospitality/Culinary position (vacated when Mark Davis unexpectedly passed away in early 2020) will be posting shortly with an anticipated start date of mid to late summer 2022. The Forestry Degree and Certification process continues to move forward, course outlines of record are being created and the plan is to have initial offerings Fall 2022. This ties into the General Conservation Corps certification with the CA Conservation Corps and the grant funding secured just over a year ago. AUSD – Matt informed us that Alpine schools are back in person and that they have secured an instructor to teach the passenger endorsement for CDL required for school transit. They are running a program in collaboration with Amador County and would like to bring it to the Woodfords and South Lake area. LTUSD – John S reported that Dual Enrollment is picking up now that the new LTCC Director is onboard, this includes expanding opportunities at Tallac. Strong Workforce Program (SWP) has a new grant cycle kicking off and they are looking at some additional pathways opportunities – Frank



2. Program

Update(s)

20 min

	mentioned that he had spoken with the District's SWP team about cross-sector, skills-based pathways which could see some movement. John also mentioned that the Tallac program had new, competency-based graduation requirements approved by the Board – this new design incorporates items from our work and aligns in many ways with work being done for adult diploma at EDCOE. EDCOE – Carey reported that new adult education graduation requirements are working their way toward board presentation/approval. This moves the requirement to CA minimum (mostly eliminating electives) and adds competency-based language similar to that recently approved by LTUSD for Tallac. Also shared info on a Fire Course they are offering – there will be follow up with LTCC to explore possible connections.
	Community/John P – applauded efforts around new certifications, especially work-based learning (and the California Conservation Corps work in particular).
	Employer/John R – John shared some updates on the continuing recovery work at Sierra-at-Tahoe as well as shout outs to the performance of Sierra-at-Tahoe connected Olympic athletes (6 medals in all).
	Chamber/Steve – Steve shared the upcoming Job Fair being organized by Golden Sierra, in collaboration with the Tahoe Chamber, including some of the survey information from potential employer participants.
Claudia on serving non- native English speakers and high school completion	Transition navigator, Claudia Manzano gave an update on high school credential services/efforts - See attached info sheet.

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		Appropriation update	Frank shared information on
3. Director's Updates	10 min	General Program updates	expanded partner access to Sharing some TimelyCare (Barton and Live Violence Free as small, controlled pilots). He also provided information on an additional grant through our CCC relationship to work on credit for prior learning/industry recognized credential with the loca Meyers facility (@ \$16,000 revenue and an ESL pilot involving use of Burlington English as the foundational curriculum. This is designed to also augment college offerings, not compete with them. Finally, the Five-Year Retrospective draft is out and the goal is to publish by end of March.
4. New Items	35 min	Annual/3-Year Plan work Member Items/Issues	Exteended "homework" deadline to end of February. Frank did discuss future location plans — approached to provide residential services at SPV as well as "operate" the Community Hub — could become primary "home" but maintain office at LTCC and look at possible part-time office at Barton in NV.
5. Next Steps		Next meeting – April 8, 2021 1:30 – 3:00 pm	No March meeting but will meet April, May, and June

- **How it works:** Holistic High School Completion looks at the whole person.
 - o Honors previous education regardless the country of origin
 - Honors life education current job and skills
 - Honors proficiency in the subject matter

• General Needs / Supports:

- Many of the student is a personal goal or opens doors to employment and other opportunities
- Immigrant it offers in state tuition opportunities to continue higher education if desire because of AB68.
 - Allows an undocumented or non-resident/citizen an opportunity to qualify for in-state tuition (Excludes those with an international student visa or visitors)
- Some individuals desire to enter college and need a credential to qualify for federal funding.

Approaches/Resources

- o "Credit for Prior Learning" including work and life
- Testing HiSet (used to be TASC) content specific competency
- Enrollment to LTCC or CCC (California Community College) system online –
 basically an adult education version of "dual enrollment"
- Content specific assignments from EDCOE Staff (Susan Baker)
- On demand-Programs offered by ADVANCE such as WorkKeys, Burlington English, Voxy
- Independent Projects- Represent Yourself (Social Studies/Civics), Money Matters (financial planning/math), etc.

Data

- 16 HSC awarded in year 1 (2016-17)
- o Last year (2020-21) 42 total HS credentials
- Total since July 2016 124
- This, 8 graduates, 34 still actively enrolled
- Potential of an additional 21 graduates by June

Questions...



2/11/2022

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Guest - Claudia

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