



Lake Tahoe Adult Education Consortium  
 LTCC Board Room and Conference Call:

09/14/17  
 10:00am – 12:00pm

LTCC Board Room  
 and Conference Call:  
 888-450-4821  
 Passcode: 460701

**Facilitator:** Michael Ward

**AE Director:** Frank Gerdeman

**Partners:**

Bob Albrecht, Maxine Alper, Amber Goligoski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Janelle Blocher, Rich Bodine, Danielle Bogan, April Boyd, Peter Brinckerhoff, Jeremy Brown, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katelin Conley, Vicki Cottrill, Scott Craig, Christopher Croft, Brittani Curtis, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Lisa Foley, Laura Fruitman, Caleb Fry, John Fry, Gavin Furman, Frank Gerdeman, Sue Gochis, Bob Grant, Lt. Terrell Green, Holly Greenough, Kathy Halbardier, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Roger Kahn, Ivone Larson, Susie Meier, Beverly Lassiter, Hedy Lim, Maria Luquin, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katherine Miller, Eleanor Moore, Cristina Nunez, Sabrina Owen, Jenna Palacio, 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, Megan Waskiewicz, Brian Williams, Doug Williams, Nichole Williamson, Jenny Wilson, Jude Wood

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 | Frank welcomed the group and introductions were made. The following announcements were made— <ul style="list-style-type: none"> <li>• 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.</li> <li>• Bob Grant announced that school has started and they are working on putting HOME / parent nights together.</li> <li>• Kathy Halbardier will now be joining the network as a JOIN, INC. representative</li> </ul> |
| 2. Director’s Report      | 10 min | Updates and Information about:   | Frank made the following updates/announcements—   |

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|  |               | <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"> <li>• President Jeff DeFranco announced that the college ID will now work as a free unlimited bus pass. Hoping for an October 1<sup>st</sup> 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.</li> <li>• Tahoe Prosperity Center hosted a gathering and Dr. Manuel Pastor presented—Heidi to share with network next month</li> </ul>   |
| <p>3. Year 2 Consortium Implementation</p> | <p>15 min</p> | <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"> <li>• Restructuring HOME nights to tailor more towards parents need to be more involved in child’s education</li> <li>• Series of classes to help support families and their student’s success by helping parent’s help their children</li> <li>• 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).</li> <li>• Frank—will hold October’s network meeting on High School campus, tour included for those interested</li> <li>• Madelyn—focusing on where parents are and will go to them—if you have any input on this, please pass on to Madelyn Rios</li> <li>• Bob—idea to connect services through ADVANCE hub, directly reach students and parents, but</li> </ul> |

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|                           |        |   | <p>also refer to partners in the network.</p> <p>EDCOE updates, provided by Frank—</p> <ul style="list-style-type: none"> <li>• High School Diploma pathway at Tallac campus</li> <li>• Education program in SLT Jail &amp; Placerville</li> <li>• 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</li> </ul> <p>Alpine County update, provided by Patrick—</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Jobs available in the district to support parents, but no one applying.</li> <li>• 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.</li> </ul> |
| 4. Workgroup Action Plans | 45 min | <p>a. 4<sup>th</sup> 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"> <li>• RAP Sessions have been up and running this summer— opportunity to take inventory of current situation, career and</li> </ul>  |

educational goals, and weave successful pathway to help meet goal(s).

- 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

experience and increase enrollment

- 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

HTRR updates—

- 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

model to help fill positions for winter. Kirkwood site is a possibility as well— transportation may be an issue, working with Steve on this.

- 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.

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.

- Eleanor—connecting with Advance
- Self-motivated
- From adversity to resilience

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|  |        |  | <ul style="list-style-type: none"> <li>• Direction and focus</li> <li>• Needing resources</li> <li>• Purpose</li> <li>• Fear / plan / intimidation to ask</li> <li>• Self-sufficiency as goal</li> <li>• Agency/ability to take responsibility for own learning</li> <li>• Transition</li> </ul> <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 | <p>a. Resource Requirements</p> <p>b. Targeted Services and Demographics</p>   |  |
| 6. Building Network Capabilities         | 15 min | <p>a. Professional Development priorities</p> <p>b. Prospective ADVANCE Newsletter – Communicating ADVANCE Opportunities and Outcomes with the Community</p> | <p>November 15<sup>th</sup> and 16<sup>th</sup>—21<sup>st</sup> Century Employability training. Train the trainer event at the Beach Retreat.</p> <ul style="list-style-type: none"> <li>• Teaching the (10) identified employability skills. State of CA has invested in this program, includes digital badging, ability to move ahead when being interviewed</li> <li>• 40 spots are available at no cost to network partners</li> <li>• Email blast with link to register will go out next week</li> <li>• 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</li> </ul> |
| 7. Next Steps – LTAEC Meetings 2nd Thurs | 10 min | Action Items Review  | Next meeting—Thursday, October 12 <sup>th</sup> at 10am at South Tahoe High School   |

**MEETING ADJOURNED AT 12:00PM**