

LAKE TAHOE ADULT EDUCATION CONSORTIUM

03/02/16

10:00am – 12:00pm

Hospitality Tourism Recreation Retail Working Group (HTRR)
Meeting Notes

LTCC Aspen Room
 and Conference Call:
 719-785-4469
 Passcode: 296461

Chair: Virginia Berry, Dean of CTE, LTCC

Facilitator: Michael Ward, HighBar Global

Recorder: Frank Gerdeman, Adult Ed Director

Partners: Marilyn Ashlin, Virginia Berry, Rich Bodine, John Brase, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Jane Flavin, B Gorman, Bob Grant, Koko Green, Holly Greenough, Steve Heggen, Heidi Hill Drum, Ivone Larson, George Marley, Bill Martinez, Jenna Palacio, Randy Peshon, Brandon Reed, Shane Reynolds, Michelle Risdon, Melinda Stearns, Rebecca Strmiska, Gary Sutherland, Lauren Tomaselli, Patrick Traynor, Michael Ward, Megan Waskiewicz, Douglas Williams, Jenny Wilson (called in)

AGENDA ITEMS

Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome, Introductions	10 min	Preview Agenda, Brief Updates	Michael Ward welcomed the group and introduced Frank Gerdeman, the new Director of Adult Education. Frank briefly outlined the recent thinking and budget review that has resulted in the creation of two full-time and one part-time positions dedicated to the block grant. Originally, expected work load related to the initiative was spread across existing LTCC positions, in an effort to maximize work focus, “pooling” the various assignments into dedicated positions seemed more effective and efficient. The positions identified were full-time HTRR/Work-Experience coordinator, a part-time Program Assistant and a full-time Transition Coordinator
2. Restaurant Industry Group Outputs	20 min	Debrief RIG kickoff meeting for needs, challenges, opportunities	B. Gorman and Michael gave an overview of the recent convening of a Restaurant Industry Group to identify their respective workforce needs, challenges, related initiatives, opportunities for the RIG to collaborate, and preliminary strategies (see slide from MW attached to these notes). Participants included representatives from California and Nevada. Ivone Larson brought up the idea of a “Blue Zone” as an overarching

			<p>approach to not only the work of the RIG, but the project and community in general (more on this in action items section).</p>
3. Business Walk Survey Questions	40 min	Obtain workgroup input on data elements, question format, participants, follow up survey	<p>B. Gorman provided a brief overview on the upcoming Business Walks scheduled for March 15-16. The plan is to send out 40-50 volunteers in teams of two each day. Radio and print ads have begun to run to attract potential volunteers and alert businesses to the upcoming event. B. and Michael both stressed the importance of advance registration to assist with planning and logistics as well as the continued need for additional recruitment.</p>
4. Culinary Program Development	20 min	Preliminary dialogue about strengthening this program and delivery channels	<p>Group discussed need for reenergizing the Culinary program. Virginia Berry discussed the opportunity to deconstruct the current program and rebuild from the ground up, perhaps more along the lines of the program currently offered in the county jail which focuses more on the commercial aspects of the sector. B. Gorman requested a current listing of culinary course offerings to review with local restaurants for applicability – Virginia will have that sent after the meeting. The group also discussed increasing the number of short-term certificate programs based on identified needs of local business. The Business walk should help in identifying some of these.</p>
5. Short Term Initiatives and Priority	20 min	Set workgroup agenda through June – Review Project Management Worksheet	<p>The following items were discussed and consensus agreement reached (an aggressive but workable plan) on moving the work of this group forward:</p> <ul style="list-style-type: none"> • Review data/needs from various sources, especially surveys from Business walk • Select initial courses that could have immediate impact with minimal preparation (ie, low hanging fruit) • Recruitment, in partnership with

			<p>local industry, for the courses</p> <ul style="list-style-type: none"> • Finding opportunities/ methods for leveraging various funding streams – WIOA funds, WIOA work experience/ funding, financial aid (specifically Pell Grant and the ability to benefit mechanism), use of noncredit and/or community education approaches • Begin construction of pathways from the bottom up, including increase in certificate programs • Continue to research possibility of “Blue Zone” standards and use in local community.
<p>6. Next Steps HTRR Meetings – 1st Wednesday</p>	<p>10 min</p>	<p>Action Items Review</p> <p>Apr. 6, 10:00am-12:00pm May 4, 10:00am-12:00pm June 1, 10:00am-12:00pm</p>	<p>See Above</p> <p>Michael and B. stressed the importance of everyone reaching out to friends/ colleagues to join the Business walks on March 15th and 16th.</p>

RESTAURANT INDUSTRY GROUP MEETING RECORD VIA MINDMAP

