

# LAKE TAHOE ADULT EDUCATION CONSORTIUM

06/01/2016

10:00am – 12:00pm

Hospitality Tourism Recreation Retail Working Group (HTRR)

**LTCC Aspen Room  
and Conference Call:**

888-450-4821

Passcode: 281753

**Chair:** Virginia Berry, Dean of CTE, LTCC

**Facilitator:** Michael Ward, HighBar Global

**Recorder:** Nicole Paulley-Davenport, Program Assistant, Adult Education

**Partners:** Marilyn Ashlin, Virginia Berry, Rich Bodine, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Kenneth Druley, Jane Flavin, Alexis Foley, Frank Gerdeman, B Gorman, Bob Grant, Koko Green, Holly Greenough, Steve Heggen, Heidi Hill Drum, Ivone Larson, George Marley, Bill Martinez, Laura Moriarty, Jenna Palacio, Randy Peshon, Brandon Reed, Shane Reynolds, Michelle Risdon, Melinda Stearns, Rebecca Strmiska, Eric Sturgess, Gary Sutherland, Josh Sweigert, Lauren Tomaselli, Patrick Traynor, Michael Ward, Megan Waskiewicz, Doug Williams, Jenny Wilson  
Present [Call-In](#)

## AGENDA ITEMS

Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome, Introductions	10 min	Preview Agenda, Brief Updates, New Members	Michael welcomed the group and introductions were made.
2. Director's Report	15 min	Information Updates and Introduction of New Staff	<p>Frank announced that all three program staff have officially started and they each introduced themselves:</p> <p>Alexis Foley, Transition Coordinator, <a href="mailto:adfoley@ltcc.edu">adfoley@ltcc.edu</a></p> <p>Josh Sweigert, HTRR Coordinator, <a href="mailto:sweigert@ltcc.edu">sweigert@ltcc.edu</a></p> <p>Nicole Paulley-Davenport, Program Assistant, <a href="mailto:ndavenport@ltcc.edu">ndavenport@ltcc.edu</a></p> <p>Wednesday, June 29<sup>th</sup> is the tentative start date scheduled to administer</p>

			the first high school equivalency test at LTCC. Frank and Nicole have both been trained on administering the test.
3. Co-Chair Discussion/ Selection	15 min	Group discussion and decision about co-chair model and assignments for 2016-2017	Virginia will be retiring at the end of June and the position of Dean of Workforce Development and Instruction has been posted with a hopeful start date of August 1 <sup>st</sup> . Frank asked the group if any business/industry members were interested in stepping in as co-chair, and if so, to contact him. Virginia emphasized that the workgroup acts as a voice for the industry to be heard and to meet their needs as employers. There was a group consensus that Frank should hold the chair position until 9/1/16.
4. Pathway "Update" and Model Discussion	40 min	Update and continue work on the Pathway model with specific focus on the design and implementation plan for Culinary Institute (with a planned launch for Fall 2017)	Virginia reviewed the updated model of the Hospitality/Tourism Pathway (see attached). This included an update on the Lake Tahoe Food Service Academy, which will contract with Eric Cambria and work directly with restaurants to determine how to best meet employer needs, and the Five Star Guest Service Training, which will both be free or low cost programs. There will be a survey at a later date to determine the best

			<p>name for the Food Service Academy. Virginia emphasized that there will need to be buy-in from restaurants/industry and incentives for those successful in taking the workshops/courses (i.e. preferential hiring, higher wages). Instructors, guest speakers and those interested in running workshops are currently being sought out (min. qualifications for instructors: AA degree plus six years of experience).</p> <p>Group began discussion of apprenticeship and pre-apprenticeship programs and opportunities.</p>
<p>5. Advance Value Add Document Walk-Through and Exercise</p>	<p>20 min</p>	<p>Walk group members through the google document capturing valued certificates, skills, badges, etc. for integration into pathways model</p>	<p>Virginia, Eric, Josh and Frank met with the Tahoe South Restaurant Association and a list of skills were developed. Michael suggested integrating the information collected from the business walk into this list.</p> <p>Frank reviewed the Advance Value Add Google document, walked the group through adding skills and certificates to the spreadsheet and emphasized the importance of being as accurate and complete as possible. Members from the restaurant/industry should continue adding to the</p>

			<p>list as they can best identify the skills and certificates needed in their own industries. Brandon stated that he really likes the concept of learn and earn and believes that this model will help engage and retain employees and attract more career oriented individuals. Michael suggested that HR managers be included in the survey and the group agreed. Feel free to email or call Frank if needing assistance with the google document: <a href="#">Advance Value Add</a></p>
<p>6. New Agenda Item Added</p>		<p>Presentation on LaunchPath and Career Catalyst</p>	<p>Marilyn Ashlin from the Foundation for California Community Colleges presented on LaunchPath.com and Career Catalyst. Any CA community college student can register on LaunchPath. The main goal of the site is to support and promote workplace learning by matching students looking for internships/jobs with employers and vice versa. Career Catalyst can work separate or in conjunction with LaunchPath by offering supplemental payroll "employer of record" services for employers for a fee. Michael suggested that LaunchPath could also be used as a talent seeker to bring people</p>

			<p>in and Denise stated that the group could use the tool to educate the industry on the value of the badges/courses/pathways in order to create more buy-in. The tool could be a one-stop resource to bring students and employers together. Marilyn stated that the three things necessary to get LaunchPath going would be industry support, jobs being posted, and education support. The group is interested in setting up a webinar to learn more about LaunchPath.com.</p>
<p>7. Sector Focuses and Work Group</p>	<p>10 min</p>	<p>Discussion of how the group moves forward in addressing the needs of Recreation/Retail as well as Hospitality/Tourism</p>	<p>Michael stated that there has been great progress made in addressing the area of Hospitality and Tourism and encouraged the group to stay focused and use the summer to refine the program and look to models being used in sister communities. Michael emphasized that this is an opportunity to create a competitive environment, develop entry level programs that will set the bar at higher levels, and that the group is on the right path with early adopters like Doug and Brandon. Brandon stated that he loves the five-star guest service training concept and would be willing to have the Beach Retreat be bait for the program.</p>

8. Next Steps  
HTRR Meetings –  
1<sup>st</sup> Wednesday

10 min

Action Items Review  
Meeting schedule for the  
summer

July 6, 10:00am-12:00pm

Frank will schedule a  
LaunchPath webinar  
with Marilyn for those  
available.

All: Review and add to  
the Value Add list.