

LAKE TAHOE ADULT EDUCATION CONSORTIUM

09/07/2016

Hospitality Tourism Recreation Retail Working Group (HTRR)

10:00am – 12:00pm

LTCC Aspen Room
and Conference Call:

888-450-4821

Passcode: 832465

Chair: (interim) **Frank Gerdeman**, Director of Adult Education

Facilitator: **Michael Ward**, HighBar Global

Recorder: ADVANCE Staff

Partners: Marilyn Ashlin, Seth Barker, Danielle Bogan, Jason Buckingham, **Denise Castle**, Cristen Carnahan, Eric Cambria, Katelin Conley, Scott Craig, Christopher Croft, Kenneth Druley, **Brad Deeds**, Jane Flavin, **Alexis Foley**, **Frank Gerdeman**, Steve Heggen, Heidi Hill Drum, Klaus Feyersinger, Ivone Larson, Bill Martinez, Laura Moriarty, Jenna Palacio, Randy Peshon, **Brandon Reed**, Michelle Risdon, **Christen Rodriguez**, **Emily Sabbato**, **Justin Sinner**, Melinda Stearns, Eric Sturgess, Gary Sutherland, **Josh Sweigert**, Steve Turner, 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 | Introductions of Dean of Workforce Development Brad Deeds, and new Co-Chair Christen Rodriguez. |
| 2. Director's Report | 15 min | Information Updates and Introduction of 2016-17 co-chairs | Updated work group on TASC test sessions, possible testing partnership with John Muir Charter School. In discussions with Vail Corp. to provide testing and other services to employees at Heavenly, Northstar resorts. |
| 3. Culinary Academy Update | 30 min | Presentation/review of current status and design of Culinary Academy scheduled for October implementation | Presented lesson plan for Culinary Boot Camp to industry partners; all approved of components, butchery cuts, etc., as well as modified sanitation content (no need for manager-level ServSafe). Agreed to run 5-week session from Early October through |

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| | | | <p>second week of November, and to run one-week session in late October with option to hold a second one week session depending on industry hiring needs in mid-November.</p> <p>Ward highlighted need to include strong work readiness component in this course.</p> <p>Ward noted that Culinary Boot Camp should be presented as “offering scholarships” as opposed to “free of charge.”</p> <p>All agreed that it would be ideal to target five-week program at existing employees, one-week program at new hires, high school students.</p> <p>Next steps are to schedule rooms and times, assign instructors, secure guest speakers/assessors, and firm up materials/supply.</p> |
| 4. New Charter Discussion | 30 min | Share and review consortium expectations for current program year | Laid out six-month HTRR task timeline with specific goals and initiatives for each month. |
| 5. Identify Marketing Needs/Tasks | 15 min | Discussion of marketing/outreach needs to support work group, especially Culinary Academy | Requested that M&O work group begin work on promotional materials and press releases to advertise initial sessions of Culinary Boot Camp. |
| 6. Next Steps HTRR Meetings – | 15 min | Action Items Review | Reach out to Chamber restaurant group to |

1st Wednesday

Next meeting: 10/5/16

identify needs: send enrollees, provide guest lectures, and assess meals.

Wrap up remaining components of Culinary Boot Camp (Topic 3 notes).

Communicate HTRR groups' needs to M&O Committee.

Begin turning partial focus to the Hospitality industry with a Guest Services course.