

LAKE TAHOE ADULT EDUCATION CONSORTIUM

11/02/2016

10:00am – 12:00pm

Hospitality Tourism Recreation Retail
Working Group (HTRR)

LTCC Aspen Room and Conference Call:
888-450-4821
Passcode: 751319

Chair: Brad Deeds, Dean of Workforce Development and Instruction, LTCC
Christen Martinez, Recruitment and Training Manager, Harrah's/Harvey's

Facilitator: Michael Ward, HighBar Global

Recorder: ADVANCE Staff

Partners: Marilyn Ashlin, Seth Barker, Danielle, Bogan, Jason Buckingham, Denise Castle, Cristen Carnahan, Eric Cambria, Scott Craig, Christopher Croft, Nicole Paulley-Davenport, Kenneth Druley, Brad Deeds, Jane Flavin, Alexis Foley, Frank Gerdeman, Steve Heggen, Heidi Hill Drum, Klaus Feyersinger, Katie Gannon, 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	<ul style="list-style-type: none"> Director Frank Gerdeman, Co-Chair Dean Brad Deeds and ADVANCE Consortium Facilitator Michael Ward, off-site currently attending the 2016 AEBG Summit.
2. Director's Report	15 min	Information Updates	<ul style="list-style-type: none"> 2016 AEBG Summit in full swing. 70+ Consortia across CA gathering to share information, updates and best practices. <i>Learn, Earn, Grow Info Sessions</i> Launch on 2nd Wednesdays in November and December 2016. 10am-1pm, LTCC Aspen Room. Send your referrals our way! Advising/ Personal Pathway Planning has begun. ADVANCE will have a presence at the Heavenly Job Fair on Saturday 11/5/2016.
3. Work Plan Update	20 min	Presentation /review of previous and current month (October/ November)	<ul style="list-style-type: none"> Current Boot Camp: Current course is running in a 5-week format. Started with 11 participants, down to 8. Class caps at 12. Culinary Curriculum includes butchery, weights & measures. Weights & measures thought to have caused some persons to "drop-out." Discussion about offering basic-skills math support (esp. fractions) to assist participants with strengthening math skills so it's a "stop-out" not a "drop-out."

			<ul style="list-style-type: none"> • Saturday 11/5/2016 marks the launch of the 1-week Culinary Boot Camp program: runs 7am-4pm, Sat-Weds. Currently have 7 registrants, with 4 in the pipes. Class caps at 12. • Workgroup discusses the importance of job placement connections with local industry for students coming out of the Boot Camps. The Boot Camp class “final” features cooking a meal and a panel of judges from local industry leaders with hiring power/ influence at their respective kitchen. • ADVANCE HTRR has been meeting with Vail Corp to discuss launching a 1-week Culinary Boot Camp in Kirkwood for Amador and Alpine County residents: target date December 2016. • ADVANCE is planning to run a second 1-week Book Camp, Mon-Fri, 8-5, Boot Camp in December. • ADVANCE will have a presence at Heavenly Job Fair on 11/5/2016
4. 3-month Work Plan	45 min	Review, update and build out next three months on the work plan (December-February)	<ul style="list-style-type: none"> • Gather, assess and make curriculum modifications based on Instructor and Student feedback from the Culinary Boot Camp. • Connect back with employers 30-60-90 days after employment to assess participants who graduate the Boot Camp. What is the status of on the job skills and prospects for employee advancement? • December Focus: begin discussing Guest Services Boot Camp and engaging participation from customer service industry leaders for curriculum planning and development. • Doug Williams (Lodging Association) makes a suggestion that ADVANCE HTRR check out <i>Hotel Association Program</i> and become approved to carry out their certification, industry base line • Jane Flavin (Executive Director of Live Violence Free & former hiring agent at Harrah’s Harveys) volunteers to edit/ give feedback on Guest Services Curriculum. • Megan Waskiewicz (LTCC Community CONNECT) has qualified referrals in mind for instructors for the Guest Services Boot Camp.
5. New/ Other Business	15 min	Discussion of marketing/ outreach and/or professional development needs	<ul style="list-style-type: none"> • December or January Focus: ADVANCE HTRR attend Tahoe Chamber Board Meeting for a Boot Camp brief • January Focus: ADVANCE HTRR to attend Lodging Association meeting for Guest Services Boot Camp brief.
6. Next Steps	15 min	Action Items Review	<ul style="list-style-type: none"> • Culinary Boot Camp reflections and modifications for moving forward.

HTRR Meetings – 1 st Wednesday		Next meeting: 12/07/16	<ul style="list-style-type: none">• Planning and Development for launching a Guest Services Boot Camp in Spring 2017.
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