

Advance Lake Tahoe Adult Education Consortium

08/11/16

10:00am – 12:00pm

LTCC Board Room
and Conference Call:
888-450-4821
Passcode: 990370

Facilitator: Michael Ward

AE Director: Frank Gerdeman

Partners: Bob Albrecht, Maxine Alper, Amber Aneloski, Marilyn Ashlin, Don Ashton, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Janelle Blocher, Rich Bodine, April Boyd, John Brase, Kristin Brinks, Jeremy Brown, Jason Buckingham, Denise Castle, Angelo Clelan, Scott Craig, Christopher Croft, Jane Flavin, Alexis Foley, Lisa Foley, Laura Fruitman, Sue Gochis, B Gorman, Bob Grant, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, April Kerwin, Matt Kosifas, Ivone Larson, Maria Luquin, Renae Lynch, Ed Manansala, George Marley, Moirahan Martin, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katherine Miller, Sabrina Owen, Jenna Palacio, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brandon Reed, Shane Reynolds, Brian Richart, Michelle Risdon, Andrea Salazar, Penny Shervey, Melinda Stearns, Kim Stephenson, Rebecca Strmiska, Gary Sutherland, Josh Sweigert, Amber Tanaka, Tessa Thomas, Treva Thomas, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Pete Van Arnum, Michael Ward, Cheri Warrell, Brian Williams, Jenny Wilson, Jude Wood, James Woods
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	Michael welcomed the group and introductions were made. He announced that the 2016-'17 accountability plan is due on Monday and needs the network to complete a final review. Michael stated that a decision can be made on branding today and would like to end the meeting by checking in about meeting scheduling.
2. Director's Report	10 min	Updates and Information	Frank announced that the first Saturday HSE testing will occur on 8/27. One evening testing session per month will be added in September and each testing session will be offered in both Spanish and English. Frank announced that the Marketing and Outreach workgroup will be mapping out a plan for year '16-'17 during the September meeting.
3. Year 2 Plan review	15 min	Review updated plan based on the workshop input – objectives and performance outcomes	Michael reviewed the Year 2 planning priorities slide and what was asked of the consortium in year 2 and 3 and highlighted that instead of focusing on the old adult school model, the group has been building an adult 21 st century program linked to a system of pathways and career opportunities. Michael reviewed the AEBG/AB104 (7) program areas slide and highlighted area (4) and the need for adult providers to be involved in helping their children become proficient academically. He also highlighted

			<p>program area (5) and how this is a weak link in the current delivery system and a gap that needs to be filled.</p> <p>Michael reviewed AEBG/AB104- Objectives 3-7 slide. He stated that there needs to be a focus on pathways that move adult learners from one step to the next and gaps need to be closed. He emphasized the importance of accelerated learning and not making basic skills a barrier to advanced occupational participation, otherwise we will lose participants.</p>
<p>4. Year 2 Plan final input/feedback</p>	<p>45 min</p>	<p>Finalize approach, plans (including targets) for year 2 plan - submission to State on 8/15</p> <p>**update— submission due on 8/22</p> <ul style="list-style-type: none"> • Network Questions to Screen for Value • Requirements for Effective “Hubs” • Big Shift moments – Jolts & Lightning Bolts for Individual Advance 	<p>Michael reviewed the ADVANCE Year 2 Planning Matrix slide and stated that for outcomes, we should be investing in a system of stackable credentials, links to employment, and reviewed the (8) “P” Framework:</p> <p>People- Michael discussed people objectives and member target focuses for year 2. Jenny Wilson highlighted terms used when discussing HS diploma/credential—consensus to move to HS credential language. Michael pointed out specifics to South Lake Tahoe area—high rates of individual’s w/bachelor degrees or higher who are underemployed and also high rates of individuals who do not have high school credentials.</p> <p>Pathways-Michael reviewed the pathways objectives and the “no wrong door” approach to offer as many entry and transfer points for individuals as possible using a multi-hub approach to leverage resources. Jenny Wilson estimated 50 individuals attending WIOA orientations and stated that numbers may be increased with a new approach.</p> <p>Programs- Michael reviewed the programs objectives and stated that it is unusual to have the level of industry participation from the HTRR working group that is currently in place. He stated that the HTRR group has a goal of implementing the Culinary Academy in the fall, which will provide participants with industry recognized skill certificates.</p> <p>Michael challenged the group to reimagine what a one-stop might look like and encouraged the group to think about what services would be offered. He pointed out that the Tahoe CA/NV border is unique and cautioned when reporting NV students served through CA, unless through WIOA. He stated that WIOA will allow us to have a bi-state strategy in serving both states. Frank pointed out the importance of ensuring that participation mirrors the residential population, or more importantly, the workforce population. He stated that while it may be</p>

unrealistic that 100% of course offerings are in both Spanish and English, it needs to be fairly high (90% or so). Michael and Frank also stated that equity programs in other colleges have not been very robust and emphasized making sure equity is integrated with ADVANCE program goals/objectives.

Products- Michael reviewed the products objectives slide and the importance of localizing and utilizing regional products (LaunchPath/Career Catalyst). He also emphasized the importance of the Marketing and Outreach group to create branding in a bilingual way.

Promotion- Michael reviewed the promotions slide and noted the importance of not waiting for adult learners to find us through media/flyers/etc., but to take speakers/advising functions/etc. to worksites/community hubs.

Partners- Michael reviewed the partners slide and emphasized the multi-hub network envision and the importance of giving hubs the tools, capacity, etc. to operate.

Performance- Michael reviewed the performance slide and Jenna provided a quick overview of the work-experience program. Michael stated that an unduplicated number of students in the work experience program who can also be counted for the Adult Education grant needs to be determined. Jenna and Frank stated that they would work together on this.

Michael stated that years 2 and 3 are focused on building the sectors of opportunity that are already offered in the community; year 4 and beyond will be more about sustainability. He stated that there should be a focus on providing more on-the-job training/work-based learning, connections to legitimate pre-apprenticeships, and that industry partners need to be involved in this.

Jenny Wilson stated that the target number for Golden Sierra is 30.

John Pillsbury asked if the consortium has looked at local industries in the medical/education field and if there was the intention to create pathways outside of HTRR. Frank stated that HTRR had been identified as most prominent sector; once we get systems in place in a replicable way, then able to export out. Frank also emphasized the importance of the advising process for all participants—even if they are not on the HTRR track.

			<p>Michael reviewed the pre-to-registered apprenticeship slide and a list of federally recognized apprenticeable occupations in South Lake Tahoe. Michael stated that he sees competency based as key for the group. For industry partners: Will you hire differently if registered? For workforce agency partners—could we use ETPL? The college has never been an ETPL provider; Frank stated that this could happen this year. Michael stated that he will rework the objective.</p> <p>Michael reviewed the loose network to “no wrong door” slide as a visual of progression and then skipped to the CommunityPro Suite slide due to time constraints.</p>
5. Community Pro Suite	15 min	Update on transactional data platform and initial plans for moving forward	<p>Frank announced that the College Board has consented to moving forward with CommunityPro Suite and we are at the stage where we can begin to design and implement the database. He stated that a 12-week process will begin of getting initial interested parties in a room to discuss MOU data sharing agreements, which will allow members to access single records of appropriate activities and utilize a transactional system that allows us to make real time referrals, not over assess clients, and decrease the likelihood of someone falling through the cracks. Frank stated that he has sent out an email to likely initial partners and encouraged other interested members to contact him. There will be an initial meeting next week to look at work flows and there is no cutoff date—if an agency is hesitant at the beginning, they can wait and decide to join later. He invited those interested to attend to learn more about the process. Frank emphasized that more members joining will create a more valuable system. See attached CommunityPro Suite PowerPoint for review.</p>
6. ADVANCE Logo	15 min	<p>Review current samples of ADVANCE Logo work from Charter</p> <ul style="list-style-type: none"> • How Well Does the Preferred Logo “Advance” LTAEC Year 2 Objectives? 	<p>Jenna presented the revised logo versions in both English and Spanish to the network members. There was a group consensus that the color scheme be between 2-3 colors and in blues/greens. Group consensus that a door may not be recognizable to target audience and arrow is more universal. Group consensus for logo with single large arrow and to make bullets the same color as arrow.</p>

7. Next Steps – LTAEC Meetings 2nd Thurs	5 min	Action Items Review 16-17 Meeting Schedule and Workgroup Charters (to be refined at the Sept. Meeting)	<ul style="list-style-type: none"> -Discuss schedule of meetings for the year (both consortia and workgroups). -Charter working groups for the year with specific tasks. -Before the end of August, calendar evites will be sent out for meetings. -Update: Annual plan deadline has been moved to 8/22/16.
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MEETING ADJOURNED AT 12:07PM