

Advance
 Lake Tahoe Adult Education Consortium
 LTCC Board Room and Conference Call:

11/10/16
 10:00am – 12:00pm
 LTCC Board Room
 and Conference Call:
 888-450-4821
 Passcode: 202844

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, Danielle Bogan, April Boyd, Peter Brinckerhoff, Jeremy Brown, Veronica Bruce, Jason Buckingham, Cristen Carnahan, Denise Castle, Angelo Clelan, Katlin Conley, Vickie Cottrill, Scott Craig, Christopher Croft, Aaron Darke, Brad Deeds, Ken Druley, Klaus Feyersinger, Jane Flavin, Alexis Foley, Lisa Foley, Laura Fruitman, John Fry, Frank Gerdeman, Sue Gochis, Bob Grant, Lt. Terrell Green, Holly Greenough, Pat Harnett, Kathy Haven, Steve Heggen, Heidi Hill Drum, Chad Houck, Matthew Kosifas, Ivone Larson, Beverly Lassiter, Hedy Lim, Maria Luquin, Renae Lynch, Bill Martinez, Cindy Martinez, John Martinez, Wendi McCray, Barbara Mick, Katherine Miller, Cristina Nunez, Sabrina Owen, Jenna Palacio, Randy Peshon, John Pillsbury, Chris Placke, David Publicover, Brian Quintanilla, Brandon Reed, Shane Reynolds, Michelle Risdon, Christen Rodriguez, Emily Sabbato, Andrea Salazar, Penny Shervey, Justin Sinner, Melinda Stearns, Kim Stephenson, Eric Sturgess, Gary Sutherland, Josh Sweigert, Amber Tanaka, Steve Teshara, Tere Tibbetts, Lauren Tomaselli, Patrick Traynor, Steve Turner, Michael Ward, Megan Waskiewicz, Cheri Warrell, Brian Williams, Doug Williams, Nichole Williamson, Jenny Wilson, Jude Wood

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, introductions were made and partners reviewed what populations their programs serve. Michael reviewed the agenda and identified consortium and network partners for new members. Michael reminded the group that this group meets the second Thursday of every month and encouraged the group to start moving forward in developing stronger network hubs. Brad Deeds stated that consortium members attended the AEBG Summit and commented that ADVANCE is serving as a model for other consortiums in the State of California.
2. Director's Report	10 min	Updates and Information about: a. Status of the Consortium and LTCC Hub b. Systems Update (e.g. Community Pro)	Frank provided the following updates and information: <ul style="list-style-type: none"> AEBG Summit made clear how unique early integration has driven ADVANCE in comparison to other consortiums and provided examples (Culinary Boot Camps that included referrals from WIOA, restaurant and industry members, testing at FRC).

			<ul style="list-style-type: none"> • ADVANCE programs need continued support, access and collaborative space from network partners. Hubs in the community need to be created where adults recognize as a place to go when they are looking to advance or need assistance (FRC, Library, Live Violence Free). • ADVANCE needs network partner’s assistance with branding and educating the community. • ADVANCE messaging needs to move completely away from using “Adult Education” language and move to career/education opportunities. <p>Michael noted that the grant is reaching the half way point and emphasized the critical need to build systems and pathway models that will work to sustain the program.</p>
<p>3. Year 2 Consortium Implementation</p>	<p>15 min</p>	<p>a. Consortium Member Reports on Initiatives and Support Needs b. Network Enrollment Assistance</p>	<p>Michael prompted consortium members to provide updates:</p> <p>LTUSD- Bob Grant provided the following updates:</p> <ul style="list-style-type: none"> • HOME Program- Parent information symposiums are being set up to help adults help school aged children with their homework and be successful in school. A coordinator for the program will be hired next week. Family nights will be scheduled where food, childcare and homework help for children will be provided. Three classes will be provided, nine in each symposium, and parents choose three of the nine. A three prong approach will be used: 1. academic area where a credential teacher will explain common core, 2. family support area where a counselor/psychologist/social worker will facilitate parenting groups, and 3. An area to assist with areas identified by parents (i.e. time management, etc.) and how to cope. The program will be working in partnership with outside organizations as well (FRC), and working closely with Alpine County in order to replicate program.

- CommunityPro Suite contract is going to the Board.
- Alignment with CTE programs—the high school has facilities built specifically for these programs.
- Working with LTCC for dual enrollment programs where high school students can earn college credits for free (Digital media, Culinary, GFSF) and make for a smoother transition from high school to post-secondary school.
- Bob introduced Vicki Cottrill who will be running the Hospitality Management Program. The 2-year program will start at Mount Tallac and it was noted that the business walks show they want to hire South Lake Tahoe graduates, but need them to strengthen their skills. This program will ideally move to the High School and be part of the culinary pathway in the future.

Frank stated the importance of getting this information to network partners, specifically the Hospitality Management Program, to see if it meets their needs. Bob stated that direct internship opportunities will be available through Vicki’s connections.

Michael asked how the information Bob provided can get to network partners in order to encourage contacts to take full advantage. Bob stated that CPS and a new Community Liaison hire will assist best with this.

Bob ended by stating that the HOME program will be offered at school and off-site (library, Bijou), is open to all who self-identify as a parent/grandparent/part of the family who cares for a child.

Michael asked industry partners if they could incorporate a question about 10-year plans as high school graduates enter the workforce completing the GFSF curriculum.

EDCOE- Gary Sutherland provided the following updates:

- The program at SLT Jail and Mount Tallac Continuation School have goals

			<p>to help individuals earn their high school diploma/HSE.</p> <ul style="list-style-type: none"> • Most students in the evening program at Mount Tallac already have employment and recognize they are limited in upward mobility unless they obtain their high school credential. They also have the opportunity to take short-term online CTE certifications. • SLT Jail program offers short-term certificate programs in addition to HSE. • Programs have a small budget and it has been difficult to expand. There is a teacher in the evening who links those interested to LTCC in order to assist with a smooth transition. • The jail program refers to LTCC and the continuation school, as appropriate. <p>Alpine- Cheri Warrell provided the following updates:</p> <ul style="list-style-type: none"> • In collaboration with LTUSD, a HOME program is being developed. • Parenting programs are available in the community. • With only 1,197 residents, Alpine faces a unique challenge of addressing a large percentage of children being raised by grandmothers.
<p>4. Workgroup Action Plans</p>	<p>45 min</p>	<p>a. 2nd Quarter initiatives b. Network Partner Assistance</p>	<p>Michael reviewed the assistance that the ADVANCE Network may be able to address (i.e. connecting individuals and families to ADVANCE opportunities, driving enrollment by using established relationships with current clientele). Frank highlighted that the Beach Retreat referred two participants to the Culinary Boot Camp and are paying them wages to attend—an example of how programs are serving as a benefit to the community and participant.</p> <p>Michael asked network partners what resources will enable them to connect their organizations to other community organizations and discussed the idea of “re-tweeting.” He provided an example of the</p>

Chamber who is constantly reaching the community in all forms.

HTRR- Josh provided the following updates:

- The first intensive (1) week Culinary Boot Camp wrapped up on 11/9 with (9) graduates. The (5) week Boot Camp will wrap up next week with (3) completers.
- 1-2 more intensive (1) week Boot Camps will run before the end of the calendar year with Kirkwood hosting one, in collaboration with Amador county. Currently there is a cap of (12) participants when running the program in the LTCC kitchen. The high school may be another host site.
- Boot Camp attendees are being appropriately referred to other ADVANCE network services as well (i.e. HSE, shared information sessions).
- Focus will be on a guest services training by spring.

Frank announced that a bilingual Culinary Boot Camp is being developed and asked partners for bilingual/fluent chef or instructor referrals. Bill Martinez thanked Frank for considering this option. Michael acknowledged Josh for his work in delivering on the program.

Assessment & Transition- Alexis provided the following updates:

- Advising services were announced at the start of each Culinary Boot Camp. Spanish speakers who were interested in attending, but unable to enroll due to language barriers, scheduled advising sessions and continue to meet.
- Shared information sessions are launching this month and referrals from network partners are needed. For November and December they will run the second Wednesday of the month in partnership with JOIN, Inc., WIOA, HHS, and Alpine. Mini presentations will be made on opportunities available and participants will have the chance to

			<p>schedule an appointment with appropriate staff.</p> <ul style="list-style-type: none"> • A Spanish only version of the shared information session will be offered in the New Year. • Space is needed outside of LTCC to host a shared information session in January that is centrally located and on the bus line. Please contact Alexis if network partners have space available. • The first Spanish examinee has completed her HSE and received her certificate. She will be enrolling in credit bearing courses in the winter. <p>Frank added the participants in the first shared information session were low-level English proficiency and Alexis translated the entire process.</p> <p>Brad Deeds provided the following updates:</p> <ul style="list-style-type: none"> • A Career and Development Center will be funded, as proposed by Jenna, by the end of winter quarter at LTCC. This could piggy back on what ADVANCE is doing. <p>Michael noted that this can be a standing agenda item and can be the bridge between CTE/pre-apprenticeship/ADVANCE programs.</p>
5. Network Hubs	15 min	<p>a. Resource Requirements</p> <p>b. Targeted Services and Demographics</p>	
6. Building Network Capabilities	15 min	<p>a. Professional Development priorities</p> <p>b. Prospective Advance Newsletter – Communicating Advance Opportunities and Outcomes with the Community</p>	<p>Michael started discussion around marketing and outreach messaging and newsletters and the idea of image shifting. Michael announced an added marketing work session on 11/22 from 1-4pm at LTCC to focus on how to best convey services, collaboration and integration are changing the lives of community members.</p>
7. Next Steps – LTAEC Meetings 2nd Thurs	10 min	Action Items Review	<p>All:</p> <ul style="list-style-type: none"> • Referrals to ADVANCE programs and services

-
- | | | | |
|--|--|--|--|
| | | | <ul style="list-style-type: none">• Contact ADVANCE staff with space that can be utilized for shared information sessions, boot camps, etc.• Marketing work session will be held on Tuesday, 11/22, from 1-4pm in the Aspen Room at LTCC. |
|--|--|--|--|
-

ADJOURNED AT 12:02PM
