

# LAKE TAHOE ADULT EDUCATION CONSORTIUM

07/06/2016

12:30pm – 1:45pm

## Assessment & Transition Working Group (A&T)

LTCC Aspen Room  
and Conference Call:  
888-450-4821  
Passcode: 691245

**Co-Chairs:** Jeremy Brown, Director of Institutional Effectiveness  
Bob Grant, LTUSD

**Facilitator:** Michael Ward, HighBar Global

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

**Partners:** Bob Albrecht, Maxine Alper, Susan Baker, Rich Barna, Tina Barna, Aaron Barnett, Kristin Brinks, Jeremy Brown, Denise Castle, Angelo Clelan, Christopher Croft, Lt. Eslick, Alexis Foley, Lisa Foley, Laura Fruitman, Frank Gerdeman, Sue Gochis, Bob Grant, Holly Greenough, Pat Harnett, Kathy Haven, Chad Houck, April Kerwin, Ivone Larson, Bill Martinez, Cindy Martinez, Wendi McCray, Barbara Mick, Katharine Miller, Sabrina Owen, Randy Peshon, John Pillsbury, David Publicover, Shane Reynolds, Brian Richart, Michelle Risdon, Laura Salinas, Kim Stephenson, Eric Sturgess, Gary Sutherland, Amber Tanaka, Tessa Thomas, Tere Tibbetts, Patrick Traynor, Pete Van Arnum, Michael Ward, Cheri Warrell, Brian Williams, Jenny Wilson, Jude Wood  
Present Call-in

## AGENDA ITEMS

Topic	Timing	Approach or Action Needed	Agreements/ Notes
1. Welcome, Introductions	10 min	Preview Agenda, Brief Updates from Partners	Bob welcomed the group and introductions were made.
2. Director's Report	10 min	Information Updates	Frank announced that the first HSE tests were administered by Alexis and Nicole last Wednesday, 6/29/16. Frank informed the group that a Burlington-English training will take place at LTCC on Wednesday, July 13 <sup>th</sup> from 1-4pm in room D120 and welcomed all to join. 50 programs were purchased to use at LTCC and outside community/workplace sites at no cost. If unable to attend, there will be additional training opportunities in the future. Please email Frank if interested. Frank announced that RFQ proposals were

			received and Charter Design was selected. The goal is to have an ADVANCE logo/network within 30 days.
3. Services and Access Mapping	40 min	Preparation for Year 2 Plan workshop	Group discussed LTAEC Year 2 Planning Framework with questions prompted by Michael. Information will be organized by Frank and Michael and used to facilitate at next week's planning workshop. See notes attached.
4. Next Steps A&T Meetings – 1 <sup>st</sup> Wednesday	10 min	Action Items Review Meeting schedule for summer and 2016-17 program year August 3 <sup>rd</sup> , 12:30-1:45pm	Year 2 Planning Workshop- Thursday, July 14 <sup>th</sup> , from 8am- 12pm.