

TTCCP Coordinating Committee

Meeting Minutes

1:00 pm – 3:00 pm March 30th

TCOE, Granite Room

Attendees: Josh Smith, Jim Underwood, Sarah Supahan, Fabio Robles, Travis Finch, Jill Richards, Samantha Chilcote (on phone)

1. Review Action Items from 032118 Coordinating Committee Meeting
 1. Jim: final draft of Business Job Skills Survey and list of businesses to send it to, will obtain info on existing High School Programs (Ag and other)-
 1. Travis: Trinity County Chamber of Commerce and Weaverville Chamber of Commerce list, Willow Creek Chamber of Commerce and Southern Trinity Recreation Alliance, EED list into final mailing list for survey
 2. Jim- done 1 and 2
 2. Sarah: email Kevin O’oRourke about insurance (blanket, worker’s comp, etc)
 1. Email Kevin but hasn’t been resolved
 2. Will ask Shasta Foundation extend framework and insurance to internships, is dual enrollment the only solution? Flexibility in class size, need mechanisms for college credit for time worked or community service/senior project requirement for graduation, national work readiness program
 3. Any pathway likely for next year due to timing
 4. Goal for students: certification which will get preferential hiring in Trinity County, reorganize the Org Chart for pathways in Work Readiness Program
 3. Jill: input TTCCP Coordinator Job Description

1. See Revised Coordinator Job Description (J. Underwood Comments)
 2. Make sure guided by Coordinating Committee, does not lead initiatives but coordinates it
 4. Sam: draft Goals and Measures, add April 13th California Student Aid Commission and May 30th Coordinating Committee to TTCCP calendar, draft email to Partners re May 4th NST Convening meeting, add TTCCP Partner meeting to NST calendar
2. Goals
1. Renewed effort at Draft Goals
 1. See Draft TTCCP Goals (J Underwood) as opposed to SC Program Outline which is future measures, Program Outline Goals-> Objectives
 2. Travis will start example Objectives
 2. Career Maker Sponsors: what defined extraordinary participation?
 3. See Attachments: TTCCP Org Chart with Work Group and School Path Focus (3-21-18), RHS Roadmap 8-1-16
3. Budgets
1. Review Proposed budget template
 1. Like outline and organization and tie to career paths and goals
 2. CTEIG and School Board: do we need formal process for awards?
 3. Subcommittee: Travis and Jim to see process for #2
 2. See Attachment: WRTC Budget 2018 TTCCP budget
4. Draft Agenda Partner Meeting on April 6th
1. Local contest prize \$100 on social media
 2. Determine updates, new topics, and materials for agenda
 1. Lisa Tadlock- ACEs and TTCCP (Sarah)
 3. NST Convening meeting, May 4th 8:30 am-5:00 pm
 1. 10 participants
 2. Should we hold in place of May 4th TTCP partner meeting?

3. Travis will be of town
4. Attachment: Draft email to partners re 050418 Convening Meeting, Agenda 040618 TTCCP Partner Committee
5. Summary of efforts
 1. Shasta Regents Trinity: Bond Measure producing measure for schools, technology component and culinary arts, advocate on bond money for our facility
 2. Have Partner come and talk for 10 minutes at each meeting about how they could fit into our effort
6. Action Items:
 1. Sarah:
 - a. send out “All hands on deck”
 - b. ask Shasta College about how to get dual enrollment for Southern Trinity
 - c. Send Sam updated Agenda for April 6 Partner Meeting
 2. Travis:
 - a. Send out a complete mailing list for businesses survey
 - b. final business survey
 - c. Example of multiple objectives under one of Jim’s Draft Goals
 3. Jim:
 - a. will send out final transmittal letter (Travis will reformat as needed),
 - b. will follow up with specific Ag Programs
 - c. will follow up with Jamie Greene about if need formal request to CTEIG or School Board to match funds
 4. Sam:
 - a. Research work readiness course program and how pathways relate to Org Chart and Shasta College programs, Venn diagram to show overlap
 - b. Feedback Josh on Job Description 1(3)2, can we share with Partners at 0406 meeting?
 - c. Subject TTCCP in each subject with flag for new attachment
 - d. Add TTCCP Jim’s Draft Goals to Partnership to upcoming Partner meeting and meeting materials
 - e. Sent partner email