

AGIA Training Plan i-Team Meeting
September 12, 2007
Minutes

Present:	Fred Esposito	Greg Cashen
	Tom Nelson	Guy Bell (telephonic)
	Brynn Keith (telephonic)	Mike Shiffer (telephonic)
	Corine Geldhof (telephonic)	Wendy Redman (telephonic)
	Lora Jorgensen - ACPE	Kim Spangler - ACPE
Absent:	Commissioner Bishop	Mary Lou Madden

The meeting convened at 10:30 am.

The letter addressed to the regional training centers will now be from Karen Rehfeld and Commissioner Bishop. After Karen returns a signed copy of the letter it will be sent out.

Wendy Redman joined the first part of the meeting. Lora Jorgensen and Kim Spangler from ACPE were invited to join the meeting to talk about the resources they might bring to help develop a more comprehensive source of information for training programs in Alaska.

The Steering Committee dove heavily into education and apprenticeship and how the AGIA training plan might expand apprenticeship in Alaska at their last meeting. Fred Esposito asked for comments on the draft of the apprenticeship piece that Mary Lou wrote.

Guy Bell stated that he thought it was good overall but the illustration on page three that had to do with the state dedicating a percentage of the capital budget for apprenticeship was confusing. That may need some work.

It was suggested that another model to look at is a reimbursement program for training providers. Related studies is clearly a direct cost to employers and a fund could be set up that reimburses employers for those costs.

Mike Shiffer announced that there is an opportunity to hear the Federal Department of Labor's interpretations of how WIA and apprenticeships can be leveraged. The meeting is September 17 from 10am to Noon. Mike will forward an email with the topics.

A departmental apprenticeship coordinator in the Division of Business Partnerships will be starting on September 17. His name is Gerry Andrews and he will be based in Anchorage at 6th & K. He has a long history with apprenticeship development. He will be a good addition to the group.

Fred Esposito directed the group to provide any comments on the apprenticeship piece or the plan template in writing to the Steering Committee.

There is a two day Steering Committee meeting on September 17 and 18. After that meeting Mary Lou will be given a two week reprieve to take the information gathered and come out with a rough first draft. October can then be used to make it presentable for the AWIB meeting in Fairbanks. The Steering Committee meeting dates in October may be adjusted.

Tom Nelson attended the last Steering Committee meeting and gave an ALEXsys upgrade and skills inventory report. There was a lot of discussion about what services and support ALEXsys can provide to employers and job seekers.

Alaska Works Partnership is bringing together some of the regional training centers on September 24 at the Alaska Works Partnership office at 1:30. Fred Esposito and two representatives from AVTEC will attend. Mike Andrews agreed to set some time aside for Fred to talk about the AGIA training plan progress and the role the regional training centers will play. Lamont Albertson from Yuut, Jeff Selvey from NACTEC, Eldon Davidson from SAVEC, and Karen Cedzo from the Delta Career Advancement Center will be there.

The group agreed that as a follow up to the Alaska Works Partnership meeting a separate and larger meeting with all of the regional training centers should be set up. The i-Team meeting on October 24 in Fairbanks will be used as a date to meet with the regional training centers. Most would probably already be in Fairbanks that week for AFN. Fred Esposito will make an initial inquiry to the directors of the regional centers and the chair of their advisory boards, and offer to pay their travel expenses.

Commissioner Bishop has asked Corine Geldhof, Mike Shiffer, and Gerry Andrews, the new apprenticeship coordinator, to organize an apprenticeship conference in February and the regional training centers will be invited. Fred Esposito suggested utilizing the meeting in February as a follow up to the meeting on October 24.

A trip to Kotzebue is planned for October 1 and 2. Fred Esposito directed Greg Cashen to contact Andy Baker to see if he will be available. The group will tour Alaska Technical Center (ATC) the first day and tour Red Dog the second day. One or two steering committee members will be invited. The conversation with ATC is particularly important because if the training centers are going to be integrated, it would make sense to start with AVTEC and ATC. Greg and Fred will work together on the details of the trip. Fred will also contact Lincoln Saito at the UAF Chukchi Campus in Kotzebue to get a better understanding of the relationship between the University and ATC.

A trip to Edmonton to visit the Northern Alberta Institute of Technology (NAIT) will be scheduled for November 1 and 2. A few members from the Steering Committee and i-Team will go. The first day will be spent touring NAIT and the second day would be spent visiting their shop on wheels. Fred Esposito will contact NAIT to see if those dates still work for them and work with their president to put together an agenda. The agenda will be run by the i-Team and then presented to the Steering Committee.

There is an opportunity to go to Sitka on October 18, Alaska Day, for the dedication of the new training facility. There will be tours of the new welding facility and career center.

Commissioner Bishop and Fred Esposito would like to thank the Steering Committee in some way for their work. Fred suggested doing a dinner in Seward and also use that as an opportunity to visit AVTEC. Fred has sent an email to the Steering Committee and AVTEC's Statewide Advisory Board inviting them to come to Seward on September 28. The day could be used as a day for the Steering Committee and AVTEC's Advisory Board to work together. AVTEC's Culinary Department will be putting on a grand buffet that evening. AVTEC will also be taking the opportunity to honor Ben Ikerd, a 37 year State of Alaska employee who is retiring. AVTEC's bus can be used to accommodate travelers to and from the Anchorage airport.

Brynn Keith reported that R&A will not be doing a forecast, but instead will be looking at defining the current labor market. R&A is identifying units of analysis by grouping employment occupations, and also collecting training program capacity data. Due to time constraints the first pass will be for the programs preparing people for core gasoline related occupations. R&A will then crosswalk the data from training programs to occupations. Brynn will be presenting the occupational matrix spreadsheet to the Steering Committee on September 18 at 1pm.

Corine Geldhof reported that she and Mike Shiffer are working to finalize a plan for the \$7.5 million for the Alaska pipeline worker training program. That program goes hand in hand with this training plan for AGIA.

Greg Cashen will give an update on the training plan at the AWIB ad hoc meeting on September 13. Fred Esposito will attend that meeting. Greg will schedule a follow up meeting later in September after Mary Lou completes the draft plan. Greg will invite Andy Baker to the Steering Committee meeting on September 17 & 18.

The group broke for lunch at 12:15 and reconvened at 1:20. Wendy Redman did not rejoin the meeting after lunch.

Everything is still on schedule to bring the first draft of the plan to the AWIB meeting in October. Greg Cashen will send out the agenda for the AWIB meeting. AGIA is on the second day of the agenda. Most of the meeting materials will be given to the AWIB members by September 24. The training plan should be given to the AWIB at least one week before the meeting. Greg will send those guidelines out with the agenda.

Lora Jorgenson and Kim Spangler joined the meeting at 1:30.

Fred Esposito gave some background information on the AGIA Training Plan to Lora and Kim. Fred explained that one of the strategies of the plan is to develop a single source document that contains information about all of training programs in Alaska. This group is envisioning some way of capturing the training programs that are occurring in Alaska and some marketable way to point people towards it.

Lora Jorgenson explained that ACPE's initiatives most recently have been early awareness designed for youth in K-12, and partnerships with job centers working with adult learners in the process of making career transitions. Some of the initiatives ACPE has worked on are: I Know I Can - directed at 2nd and 3rd graders; I'm Going to College - directed at 5th and 6th graders; a middle school newspaper - direct mailed to 8th graders; the Going to College in Alaska magazine - direct mailed to every 11th grader; and a calendar listing important dates and deadlines – direct mailed to every 12th grader.

The possibility of something like this becoming a part of ACPE's outreach efforts was discussed. Lora Jorgenson confirmed that ACPE would like to be involved. Most of the data is available between what ACPE has and what is in AKCIS, it's just a matter of getting it in a place where anyone can access it.

The group agreed that the next step would be to determine what this clearinghouse is expected to do and then compare it to what is currently available. Decisions can then be made about how to improve one of the current systems. AKCIS requires a user name and that may be a barrier.

The general consensus of the group was that the end product should meet the following criteria:

- It should be like a catalog for all training programs in Alaska
- It should not require a username or password
- It should have several search features including by certification and occupation
- It should include all training programs whether accredited or non accredited including apprenticeship (however, it was agreed there should be some requirements to be put on the list)

Fred Esposito will put the concept of what is wanted in writing. It will be discussed at the next i-Team meeting. Corine Geldhof and Tom Nelson will look at a way of funding it and maintaining it. Fred invited Lora and Kim to come back to the next meeting on September 26 at 10:30.

Tom Nelson reported that the charter document has been signed so that the AGIA IT project will start in full and be project managed properly. It should be completed by December.

R&A expects to have a nearly complete list of occupations by the end of September. Once the list is final with R&A it can not be revised. Brynn Keith will contact Edgar Cowling regarding a list of occupations he has been working on.

The next i-Team meeting is September 26. Fred Esposito directed the i-Team to draft their pieces of the training plan. The piece from ESD will cover the expectations of ALEXsys in relation to the AGIA training plan. Brynn Keith informed the group that the narrative part of the template (economic overview) will not be completed until December. Fred directed Brynn to have it completed by the 1st of December. The Division of Business Partnerships will provide information on the \$7.5 million grant, which will be a component of the resources and will be included in several strategies in the plan. The Steering Committee will need to understand that this will evolve. Corine Geldhof and Mike Shiffer will have the executive summary, the US Department of Labor press release, as well as a press release from the Governor ready for the Steering Committee by the first part of October.

Brynn Keith will not be at the next i-Team meeting, she will be in Valdez doing a presentation to Fred Villa's group.