



ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT

**Alaska Department of Labor & Workforce Development  
Alaska Workforce Investment Board**

**Executive Director's Report  
August 24, 2007**

I have attached a report to the AWIB and will be providing a bi-monthly report on activities of the board and committees. The new staff to the AWIB have been very busy this summer getting up to speed on our job duties and working to get the committees up and running. I think we are off to a very good start and I look forward to working with all board members.

The AWIB has four new board members that were appointed since the last meeting in Juneau on May 8<sup>th</sup> and 9<sup>th</sup>, including Betty Jo Dibble, Dave Rees, Linda Hulbert, and Norm Phillips. Please welcome our new board members to the board and to the respective committees for which they are serving.

The next full AWIB meeting is scheduled for October 22<sup>nd</sup> and 23<sup>rd</sup> in Fairbanks at the Fairbanks Princess Riverside Lodge in the Jade Conference Room. The public notice of the meeting has been published and the agenda will be finalized by September 12<sup>th</sup>, then forwarded to the AWIB. Staff will be preparing board packets and will have a copy of the contents of the board packets emailed to board members no later than September 24<sup>th</sup>.

**Committees**

- A Policy and Planning/Assessment and Evaluation Committee meeting has been called by the Chair for August 30<sup>th</sup> at 10:00 a.m.
- The next Executive Committee meeting is scheduled for September 11<sup>th</sup> at 10:00 a.m. All AWIB members are invited to attend.
- I have tentatively scheduled an AWIB Ad Hoc Committee meeting for September 14<sup>th</sup>, but need to confirm with Tim Scott, Chair.
- The next Policy and Planning/Assessment and Evaluation Committee meeting is scheduled for September 27<sup>th</sup> at 10:00 a.m.
- The next Workforce Readiness/Employment and Placement Committee meeting is scheduled for October 4<sup>th</sup> at 10:00 a.m.

- Nominations Committee – Doug Ward was appointed to this committee by the Chair and will be working with Linda Hulbert to send nominations to the AWIB membership at least 30 days prior to the AWIB meeting in Fairbanks. The election for Chair and Vice-Chair will be conducted at the AWIB meeting in Fairbanks on October 23<sup>rd</sup>.

### **Outreach Travel**

- Traveled to Kotzebue on July 9<sup>th</sup> and 10<sup>th</sup> to participate in a Workforce Development and local hire panel with Chair Baker as part of the Arctic Economic Development Summit. This trip provided an opportunity to meet with representatives from the Northwest Arctic Borough and Arctic Slope Borough to discuss workforce development priorities and opportunities.
- Traveled to Donlin Creek Mine on August 7<sup>th</sup> with Commissioner Bishop, Commissioner Notti, First Gentleman Todd Palin, Fred Villa, Dennis Steffy, and Fred Esposito for a tour of the operations and discussed local hire and workforce development needs. The mine is operated by Barrick Gold Corporation and is in the exploratory phase with a decision to proceed expected in December 2007. According to Barrick Gold Company, the mine currently employs over 200 people with a high local hire rate. If Barrick Gold decides to proceed with the mine, the Department plans to assist in the development of a training plan with input from the AWIB utilizing existing training facilities in Alaska.
- I will be traveling to the Alaska Military Youth Academy on Ft. Richardson with Commissioner Bishop for a tour on August 27<sup>th</sup> to discuss workforce development programs available to cadets.

### **Status of Current Projects**

- Staff are currently working with the Youth Council, Policy Planning and Assessment and Evaluation Committee, and Workforce Readiness and Employment & Placement Committee to develop a strategic planning document with the top three priorities and will report back to the full AWIB at the October meeting.
- Staff are reviewing the Construction Training Plan adopted by the AWIB in April 2006 to assess the status of the eight objectives of the Plan for presentation to the board in October.

AWIB staff is also reviewing the draft training plans for the transportation and health care industry to give a status report to the AWIB at the October AWIB Meeting in Fairbanks and discuss whether the AWIB would like staff to work with the workforce readiness committee to update these plans.

- A letter to the regional councils was mailed on August 10<sup>th</sup> to verify contact information and request input from the regional councils at Policy Planning and Assessment and Evaluation committee meetings. To date, we have received one response from the North Slope Savaat Center on August 20<sup>th</sup>.
- Membership for all committees and the AWIB roster have been updated.
- Updates to the AWIB website should be made as of August 27<sup>th</sup>.

### **Pipeline Construction Training Plan**

Three committees have been formed, the AWIB Ad Hoc Committee, DOL Internal Team, and a Steering Committee. The Executive Director will be the liaison between the three committees for development of the training plan and will update the Executive Committee at monthly meetings on 2<sup>nd</sup> Tuesday of each month. I expect to have a rough draft of the Training Plan from the Internal DOL Team for initial review by the AWIB Ad Hoc Committee by September 2007. I will be scheduling the first meeting tentatively on September 14<sup>th</sup>.

AWIB Ad Hoc Committee -- The AWIB Ad Hoc Committee consists of Tim Scott (Chair), Neal Foster, Karen Rogina, Dick Cattanach, Cynthia Erickson, Fred Villa, Todd Bergman, Jim Laiti, and Greg Cashen (Liaison). The AWIB Director will forward pertinent information from the Internal DOL Team to the AWIB Ad Hoc Chair for distribution to the AWIB Ad Hoc Committee initially.

The AWIB Ad Hoc Committee will meet once per month beginning in early September 2007 to review the rough draft from the DOL Internal Team. The AWIB Ad Hoc Chair and Executive Director will receive and facilitate comments and recommendations from AWIB Ad Hoc Committee members, and consolidate into one document for review by the AWIB Executive Committee, then forward to Internal DOL Team for incorporation into the Pipeline Construction Training Plan.

DOL Internal Team -- The DOL Internal Team consists of the Commissioner's Office, Fred Esposito (Lead), Corine Geldhof, Tom Nelson, Mike Shiffer, Brynn Keith, and Greg Cashen (AWIB Liasion). Staff: Michelle Unrein (AVTEC).

The DOL Research and Analysis Section led by Brynn Keith to develop an employment forecast with and without the gas line, that will be used to assess manpower needs for the gas line.

As part of the training plan, the Employment Security Division (ESD) led by Tom Nelson will be working on upgrading the ALEXsys to improve the variable reporting capabilities of ALEXsys to obtain information by community and occupation. A

credential and licensing component would be part of the upgrades, which would provide a cross-match capability of employees with employers needs.

DOL Internal Team to meet 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month in Anchorage. Fred Esposito will attend monthly Executive Committee meetings to answer any questions and receive input on the Pipeline Construction Training Plan. The next Internal Team meeting is scheduled for September 12<sup>th</sup>.

Steering Committee -- The Steering Committee consists of Bonnie Jo Savland, Dave Rees, Mike Andrews, Tony Delia, Janelle Vanasse, Karen Martinson, John Hakala, Dave Matthews, Wendy Redman, Fred Villa, and Greg Cashen (AWIB Liaison). Mary Lou Madden will be assisting with facilitation of the plan. The Steering Committee will meet twice per month in Anchorage.

The Steering Committee is comprised of education, labor, and industry representatives who will assist the Department in developing a statewide strategy for the creation of a regionalized delivery system for vocational technical training in a logical, sequential, and sustainable way. The next Steering Committee meeting is scheduled for September 5<sup>th</sup> and 6<sup>th</sup>.

Greg Cashen will attend monthly AWIB Executive Committee meetings to answer questions and receive input from Executive Committee.

### Timeline

July 2007	Initial Meetings: 2 meetings with I-Team and initial meeting with Steering Committee.
August 2007	Rough Outline Due. 2 meetings with I-Team and 2 meetings with Steering Committee.
September 2007	Rough Draft Due to Commissioner of Labor. 2 meetings with I-Team and 2 meetings with Steering Committee. Review of rough draft by AWIB Ad Hoc Committee (1 meeting).
October 2007	First Draft Due to AWIB at October 22 <sup>nd</sup> and 23 <sup>rd</sup> meeting requesting input. 2 meetings with I-Team and 2 meetings with Steering Committee. Review by AWIB seeking resolution of support to continue work on training plan.
November 2007	Second Draft Due. 2 meetings with I-Team and 2 meetings with Steering Committee. Review of Second Draft by AWIB Ad Hoc Committee (1 meeting).

December 2007 Training Plan Due to the Commissioner of Labor for review. Review by AWIB Ad Hoc Committee.

January 2008 Revisions if necessary to Training Plan.

February 2008 Review of Final Draft and finalize resolution of support from AWIB for Pipeline Construction Training Plan at February 2008 AWIB Meeting.

### **DOL AGIA Website**

AGIA Resource Documents prepared by DOL will be located at [labor.state.ak.us/agia%5Fteams/](http://labor.state.ak.us/agia%5Fteams/)

The DOL AGIA Website has been updated with minutes from committee meetings through July 2007. Drafts of the Pipeline Construction Training Plan will be posted as they proceed through development per the above timeline.