



ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

**Alaska Workforce Investment Board
Executive Committee
April 18, 2007
Meeting Minutes**

Committee members in attendance: Andy Baker, David Stone, and Tim Scott

Others in attendance by Teleconference: Lauren Yocom, Wendy Redman, and Todd Bergman

Staff: Greg Cashen and Mike Ogram

Call to Order: Meeting was called to order at 8:30 a.m. Roll was called and there was a motion to approve the agenda by David Stone, seconded by Tim Scott, and the motion passed to approved the agenda. There were no meeting minutes to approve as the last meeting was held in August of 2006.

Neal Foster moved to approve the January 26, 2006 meeting minutes and David Stone seconded. The motion carried.

Action Items

AWIB Meeting

Discussion on a proposed date for the next AWIB meeting in Juneau on May 3rd and 4th was proposed. These dates conflicted with some AWIB board members, so May 8th and 9th were proposed. A motion by David Stone proposed a full AWIB meeting on May 8th and 9th, which was seconded by Tim Scott. The motion passed.

Discussion included reference to lack of participation at the committee level in the past, and the Chair would like a commitment from board members to participate. The Executive Committee does not favor lengthy presentations by DOL. Rather, they would like to hear brief concise reports on issues from DOL that are relevant to the AWIB and any requested action.

Discussion included having the business meeting on May 8th and board orientation/committee work at the May 9th meeting. Tim Scott proposed having a presentation on the Work Keys program by Commissioner Sampson and Commissioner Bishop.

Staff will work on a draft agenda for the AWIB board meeting.

State WIA Plan

Revisions to the State WIA Plan for PY 2007 and 2008 are currently being worked on by DOL Staff. Changes to the State WIA Plan will need to be reviewed and approved by the Executive Committee, prior to the June 30, 2007 deadline. The Executive Committee requested revisions to the State WIA Plan ASAP, and scheduled the next Executive Committee meeting for May 29th.

ABE Extension Letter of Support

ESD has requested a letter from the Executive Committee in support of the one year extension of the ABE Program. The Executive Committee agreed to send a letter of support to the ABE Director, but requested an explanation of the request and voiced concern that DOL did not have staff to explain the request.

Tim Scott made a motion to send a letter of support from the Executive Director to the ABE Director. Motion was seconded by David Stone, and the motion passed.

Discussion Items

AWIB Meeting Agenda

There was considerable discussion regarding what the Executive Committee would like to see on the agenda for the next meeting scheduled for May 8th and 9th. The Executive Committee would like to receive their board packets two weeks prior to the full AWIB meeting for review of information prior to the meeting.

The Executive Committee would like the board orientation to include an organizational chart showing where the AWIB is located in the Department, the various DOL programs related to the AWIB, WIA responsibilities in both federal and State law, and a glossary of acronyms used by DOL. A request was made to have this information included in the board packets.

The Executive Committee felt it would be helpful to have a discussion on the history of the AWIB, both successes and failures. The Executive Committee would like to have the orientation include the AWIB responsibilities under WIA.

AWIB Staffing Update

The Department is recruiting for two Project Coordinators and one Administrative Manager on Workplace Alaska. It is anticipated that these positions could be filled within a month. The Department hopes to have one temporary Administrative Assistant hired by next week.

Board Training and Outreach

There was discussion of having Juan Regalado from DOL/ETA Region VI travel to Alaska to conduct board training for the AWIB in June or possibly later this Fall.

There was discussion concerning outreach travel to the various training center throughout the State by the Executive Director and AWIB members. The general consensus was that this would be a good idea, and it was thought that the outreach travel could occur by the end of June.

AWIB Budget

The AWIB budget appeared to have taken a reduction of \$58K for FY 2008. However, after further explanation by Administrative Services, the AWIB budget was held

harmless. The original request for the Governor's Office was to include an increase in the budget to cover PERS contributions, and this figure was changed by the Legislature. The Chair would like a further explanation from the Department on the FY 2008 budget.

Legislation

SB 124 involves a reduction in the UA budget.

STEP legislation to remove the sunset date has been proposed.

HB 235 would involve \$100 million for a loan repayment.

AWIB Priorities

The Executive Committee (Ex Co) would like to see more participation by board members. The Ex Co would like to hear from the Commissioner on his vision for the AWIB and his priorities for workforce development. The AWIB would like to see the AWIB website updated.

The Ex Co would like to receive an update on the priority industries for workforce development, from a regional perspective. It was thought it would be helpful for the Regional Advisory Councils to forward their priority industries to the AWIB.

Reports

Director

- Two Year State WIA Plan Review by Ex Co on May 29, 2007
- Full AWIB meeting – We would like Commissioners to attend, not just designees, for this meeting.
- Board Training - Juan Regalado from Region VI DOL/ETA has offered to travel to AK with Richard Trigg, RA for Region VI
- Outreach Travel – Travel to training centers throughout the State in June.

Chair—The Chair would like to see more participation and better attendance at committee meetings.

Committees-- No report as the committees have not met for quite some time.

Next Meeting

The next Executive Committee meeting is scheduled for Tuesday, May 29, 2007 at 10:00 a.m.

Adjournment

Chair Baker adjourned the meeting at 10:00 a.m.