



ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

Alaska Department of Labor and Workforce Development

Alaska Workforce Investment Board

May 28th and 29th, 2009

Mat-Su Career and Technical High School

2472 N. Seward Meridian Pkwy.

Wasilla, Alaska

Minutes (DRAFT)

May 28, 2009

Call to order by Chair Jim Lynch at 9:50 a.m.

Roll Call by Director Cashen

Board members in attendance

Scott Clark, Lieutenant Governor's Designee

Clark Bishop, Commissioner DOLWD

David Stone, DOLWD Designee

Marcia Olson, DEED Designee

Kathryn Craft, DHSS Designee

Mike Woods, Public Education

Dave Rees, Private Sector

John Cannon, Professional w/Exp. Dev Disabilities

Tony Delia, Private Sector

Mae Hank, Native Organization

Michelle Zenger, Business/Industry

Neal Foster, Business/Industry

Fred Villa University of Alaska Designee

Christopher Gregg, Organized Labor

Joey Merrick, Organized Labor

Linda Hulbert, Private Sector

Jim Lynch, Business/Industry

Martin Anderson, Sec Voc Ed

Doug Ward, Private Sector

Bonnie Jo Savland, Native Representative (arrived after roll call)

Joe Austerman, DCCED Designee (arrived after roll call)

A quorum of 17 members was present.

Board members absent

Lt. Governor Sean Parnell; Commissioner Hogan, DHSS; Commissioner Notti, DCCED;

John MacKinnon, Private Sector; President Mark Hamilton, U of A; Cynthia Erickson,

Private Sector; Sharlene Berg, Post Sec Ed/Voc/Ind.

Jobs Are Alaska's Future

AWIB Staff in attendance:

Greg Cashen, Executive Director; Bejean Page, Administrative Assistant; Barbara Duval, Program Coordinator; Louise Dean, Program Coordinator.

Guests and others in attendance

James Harvey, DOLWD/ESD
Brad Gillespie, DOLWD/ESD
Beth Leschper, DOLWD/Commissioner's office
Paula Scavera, DOLWD/Commissioner's office
Guy Bell, DOLWD/Commissioner's office
Corinne Geldhof, DOLWD/DBP
Mike Shiffer, DOLWD/DBP
Tom Nelson, DOLWD/ESD
Brynn Keith, DOLWD/R&A
Mary Rodman Lopez, DOLWD/ESD
Diane Greger, DOLWD/ESD
Gerry Andrews, DOLWD/DBP
Leasa Davis, DOLWD/DBP
Jeff Selvey, Director, NACTEC
Doug Walhart, NACTEC
Patrick Reinhart, Governor's Council on Disabilities and Special Education
Trevor O'Hara, CH2M HILL
Shelly Wright, Southeast Conference
Ray DePriest, Mat-Su Career and Technical High School
Eldon Davidson, SAVEC
Clay Burnett, North Slope Regional Advisory Council
Doug Ward, North Slope Regional Advisory Council
Jim Sampson
Mike Andrews, Alaska Works Partnership
David Alexander, Nine Star Enterprises
Ruth Scholenberger, Nine Star Enterprises
Kim Zeigler, AK Job Corps Center
Susan VanGorder, AK Job Corps Center
Rosanne Hughes, Office of the Governor
Marcus Farguhar, Skills USA
Sandra Christensen-Vavalis, Skills USA
Savanna Schoessler, Skills USA
Shannon Wyatt, Skills USA
Jesse Carlson, Skills USA
Dallin Carlson, Skills USA
Ryan Massingham, Skills USA
Bill Carlson, Skills USA Advisor
Ray Jensen, Skills USA Director
Robert Cress, CEF
Judy Michlig/DOLWD

Mark Neumann, Legislator
Dennis Murray, Alaska State Hospital and Nursing Home Association
Gary Abernathy, DOLWD
Laura Hohman, DOLWD
Loren Burnham, ABC of Alaska
Norma Christiansen
Carol Christiansen
Gracie Page

Introduction

Presentation of Colors by Skills USA – Skills USA explained their program and the representation of the colors of the organization.

Chair Lynch welcomed board members, staff and guests to the meeting and asked that introductions be made by each individual in attendance.

Welcome – Commissioner Bishop – Commissioner Bishop welcomed returning board members and new board members Mae Hank and Marty Anderson. The commissioner welcomed Representative Neumann and talked about how he is an advocate for workforce development. Commissioner Bishop appreciates the work of the Department Labor and the AWIB for the work on the STEP bill HB105. There were two Certificates of Recognition for prior board members Andy Baker and Paulette Schuerch. He will present Andy Baker's in Kotzebue. The commissioner also recognized Bejean Page for 10 years service to the State of Alaska and Greg Cashen for 15 years of dedicated service.

Representative Neumann talked about the importance of development and creating jobs. His goal is creating jobs and diversification of the economy.

MOTION to approve agenda by Joey Merrick
SECONDED by John Cannon
VOTE taken
MOTION carries

Board Orientation/AWIB Member Handbook

Chair Lynch discussed committee structure and committee assignments. The focus of the orientation was the board's responsibilities. The board members need to acknowledge we are not fulfilling responsibilities defined in statute. There was discussion about the overwhelming responsibility of the board and the importance to become involved with the committees and the committee structure. The committees are where the work is done.

Chair Lynch reviewed the responsibilities in the board member handbook. He indicated the Exco discussed separating the Policy Planning Assessment and Evaluation committee into two committees. This was discussed because the Assessment and

Evaluation function of the board was not being accomplished. Chair Lynch also discussed the Exco determined each board member should serve on at least one committee. The board members are to submit their committee preference by Friday, June 5 and this will be reviewed at the June 9th Exco meeting.

Chair Lynch indicated even though the Exco decided to separate Policy Planning Assessment and Evaluation committee this has not been moved on.

MOTION to separate Policy Planning Assessment and Evaluation committee by Neal Foster

SECONDED by Doug Ward

VOTE taken

MOTION carries

Chair Lynch indicated the Exco meetings are not long enough to cover agenda. Recommends expanding the time and encourages all committees to look at the time needed for their committee meetings. There was discussion about committee meetings requiring a quorum. The Exco will review ARTICLE XIII of the bylaws at the next Exco meeting.

MOTION for board members to participate in at least one committee by Joey Merrick

SECONDED by Martin Anderson

VOTE taken

MOTION carries

Representative Neumann volunteered to serve on a committee such as Legislative.

Reports to the AWIB

Employment Security Division - Tom Nelson

Tom Nelson, Director of Employment Security Division asked for the boards input on selling services in the Alaska Job Center Network (AJCN) especially in ALEXsys. There is a soft deadline of three weeks for any feedback. This will present an opportunity to go to the public via television and public radio to use the skills function in the labor exchange.

Division of Business Partnerships - Corinne Geldhof and Mike Shiffer

Corinne Geldhof, Director of Business Partnerships gave an overview of the American Recovery and Reinvestment Act of 2009 (ARRA). She indicated the Training and Employment Guidance Letter (TEGL) information in the board book is outdated.

Mike Shiffer, Assistant Director gave the board an overview of how the stimulus money will be used in relation to the TEGL guidance. The stimulus money is a supplement to our formula monies. The AJCN is primed to deliver these services. There are caveats from the feds and they are highly recommending using the stimulus money for youth. They are able to target participation beyond the age of 21 to 24. There was discussion about people being trained in the AWIB priority areas. Corinne indicated you can try to

lead customers to training in AWIB priority areas but you can't discount customer choice.

Division of Vocational Rehabilitation - Cheryl Walsh

Cheryl Walsh Director of Vocational Rehabilitation provided a written report on the Division of Vocational Rehabilitation 2008 Consumer Satisfaction Survey Results.

Registered Apprenticeship Update - Gerry Andrews

Gerry Andrews, Apprenticeship Coordinator provided an update on the Apprenticeship Conference. He also introduced DOL staff working with apprenticeship.

Research and Analysis Update - Brynn Keith

Brynn Keith, Chief of Research and Analysis provided the board with a Research and Analysis update.

Workforce Development Budget Update - Guy Bell

Guy Bell, Assistant Commissioner reviewed the FY 10 Appropriations Overview.

Legislative Update - Paula Scavera and David Stone

Paula Scavera, Legislative Liaison, Assistant to the Commissioner reported HB 105 passed the house and senate. Paula discussed the process of this bill. The next step will be to have hearings and then write legislation. Paula also reported the Minimum Wage bill passed, the Workers Comp bill passed, and the Medical Fees bill passed. Chair Lynch thanked Paula for her work on the legislative issues.

David Stone, Deputy Commissioner gave an overview of the STEP program. He explained there was a task force established including three board members; Doug Ward, Linda Hulbert, and Fred Villa. Once the bill is signed the task force will look at the changes that need to be made, to the application, reporting and appeal process. Once regulations are promulgated they will be brought to AWIB for adoption. Linda Hulbert recognized Jim Sampson who was the original founder of STEP.

Career Clusters and Pathways - Ray DePriest

Ray DePriest welcomed the board to Mat-Su and their volunteerism. Mr. DePriest Gave an overview of the 16 career clusters. He indicated this model was home grown in Mat-Su. He also gave an overview of the Mat-Su Career and Technical High School.

Tour of Mat-Su Career and Technical High School

The board members toured the Mat-Su Career and Technical High School

Tour of Job Corps - cancelled

Kathy craft suggested sending a written apology to AK Job Corps for cancelling the tour.

MOTION to adjourn by Doug Ward
SECONDED by Fred Villa
MOTION carries

Reception - Grand View Inn & Suites

A reception was held at the Grand View Inn & Suites. It was sponsored by Alaska AFL-CIO, Cruz Construction, Fairbanks Memorial Hospital/Denali Center, and Alaska USA Federal Credit Union

Friday, May 29, 2009 Business Meeting

Call to order by Chair Lynch

Roll call by Director Cashen

Members in attendance

Scott Clark, Lieutenant Governor's Designee
David Stone, DOLWD designee
Marcia Olson, DEED designee
Kathryn Craft, DHSS designee
Mike Woods, public education
Dave Rees, private sector
John Cannon, Prof Dev Disabilities
Tony Delia, private sector
Mae Hank, native organization
Michelle Zenger, Business/Industry
Neal Foster, Business/Industry
Fred Villa University of Alaska Designee
Joey Merrick, Organized Labor
Linda Hulbert, Private Sector
Jim Lynch, Business/Industry
Martin Anderson, Sec Voc Ed
Doug Ward, Private Sector
Bonnie Jo Savland, Native Representative
William Hogan, Commissioner DHDD (arrived after roll call)
Chris Gregg, Organized Labor (arrived after roll call)
Joe Austerman, DCCED Designee (arrived after roll call)

A quorum of 20 members was present

Board members absent

Lt. Governor Sean Parnell; Commissioner Notti, DCCED; John MacKinnon, Private Sector; President Mark Hamilton, U of A; Cynthia Erickson, Private Sector; Sharlene Berg, Post Sec Ed/Voc/Ind.

AWIB Staff in attendance:

Greg Cashen, Executive Director; Bejean Page, Administrative Assistant; Barbara Duval, Program Coordinator; Louise Dean, Program Coordinator.

Guest in attendance

Sally Speaker, UAA
Diane Maples, UAA
Vicky Pole, UAA Tech Prep Coordinator
James Harvey, DOLWD/ESD
Brad Gillespie, DOLWD/ESD
Corinne Geldhof, DOLWD/DBP
Mike Shiffer, DOLWD/DBP
Tom Nelson, DOLWD/ESD
Leasa Davis, DOLWD/DBP
Jeff Selvey, Director, NACTEC
Doug Walhart, NACTEC
Patrick Reinhart, Governor's Council on Disabilities and Special Education
Trevor O'Hara, CH2MHILL
Shelly Wright, Southeast Conference
Ray DePriest, Mat Su Career and Technical High School
Eldon Davidson, SAVEC
Clay Burnett, North Slope Regional Advisory Council
Doug Ward, North Slope Regional Advisory Council
Mike Andrews, Alaska Works Partnership
Kim Zeigler, AK Job Corps Center
Susan VanGorder, AK Job Corps Center
Rosanne Hughes, Office of the Governor
Judy Michlig/DOLWD
Mark Neuman, Legislator
Dennis Murray, Alaska State Hospital and Nursing Home Association
Gary Abernathy, DOLWD
Laura Hohman, DOLWD
Loren Burnham, ABC of Alaska
John Douglass, AK Job Corps Center
Linda Menard, Senator
Marilyn Lane, Senator Menard's Office
Rick Rios, Anchorage School District
Roger Purcell, Mayor - City of Houston
George Troxel, Superintendent - Mat Su Borough School District

Agenda Approval

MOTION to approve the agenda by Neal Foster
SECONDED by Mike Woods
MOTION carries

There was discussion about the next meeting date October 26th and 27th in Fairbanks.

MOTION to approve the next meeting date of October 26th and 27th by Joey Merrick

SECONDED by John Cannon

MOTION carries

Public Testimony

Patrick Rinehart Business and Industry Liaison from the Governor's Council on Disabilities

Eric Gerhard, Director of Business and Industry Partnerships Skills USA. Mr. Gerhard provided an overview of skills USA

Eldon Davidson, Director of SAVEC gave an overview of the spring VTEP meeting. He will be working with CH2MHill June 8 for military transitioning into the Alaska workforce. There will be a regional training center meeting on June 3.

Dennis Murray, Director Alaska State Hospital and Nursing Home Association. Mr. Murray is the new Director for ASHNA. He indicated he would like to get acquainted with DOL. ASHNA is planning a best practices and policy summit November 11-13.

Sally Speaker UAA, Association for Career and Technical Education. Sally gave an overview of the national association. She is also the President of the Alaska association. There will be a conference for Region 5, April 28th – May 1st, 2010. The website for the association is actalaska.org

Diane Maples, Alaska Tech Prep Consortium. Diane discussed the tech prep model in Alaska. The tech prep model prepares students with a career pathway. Alaska tech prep is a model as well as an organization. The website is [www.alaska.edu/tech prep](http://www.alaska.edu/tech%20prep).

Shelly Wright, Executive Director, Southeast Conference and representing regional advisory councils. Shelly gave an update on the RACs and what they think of the role is as a group. They consider themselves as a committee for the AWIB and are to interact with the board. She talked about the importance of an AWIB cross member. Shelly introduced Clay Burnett North Slope borough workforce development manager. Neal Foster talked about the RACs being a big part of moving forward.

Kathy Lum, Health Area Education Centers. Kathy talked about the health care occupations including positions that don't require a college degree. They are tracking individuals pursuing health careers.

Distinguished Guests

Commissioner William Hogan, Health and Social Services

Commissioner Hogan gave an overview of Health and Social Services and services they provides. The department has been doing things regarding the flooding and the swine

flu. The department oversees the pioneer homes, behavioral health, juvenile justice facilities, office of children's services, senior and disability service programs and division of public assistance. Program determines eligibility for supplemental programs. Historically the department has been focused on health and safety. They recently added the word "productive" to the department's mission statement. The department would like to work on developing apprenticeship programs. They are working on a CNA program in behavioral health. Doug Ward commended the commissioner for adding the word "productive" to their mission statement.

Activities Pertinent to AWIB

AWIB Chair - Jim Lynch

Chair Lynch indicated Dave Rees is willing to chair the assessment and evaluation committee. He will take up the issue of RAC involvement this afternoon.

Executive Director - Greg Cashen

Director Cashen thanked the Mat-Su Technical High School for hosting the AWIB. He thanked the staff, welcomed two new board members; Mae Hank from Point Hope and Martin Anderson from Sterling. Director Cashen also thanked the sponsors of last night's reception, Cruz Construction, AFL/CIO, Alaska USA Federal Credit Union and Fairbanks Memorial Hospital. Director Cashen asked for recommendations for sponsors of the AWIB meeting reception in October in terms of a venue in Fairbanks that hasn't been decided. He also recognized Bonnie Jo Savland for her work on the AGIA Training Plan.

Committee Meetings, Reports and Discussion Items

Policy Planning

Linda Hulbert reported the committee talked about modification of two year plan and the need to approve the plan so it can go to public testimony. Have to have time to be involved with the changes. The committee will start early in the fall and look at changes that need to be made next year to the State Two Year Plan.

Assessment and Evaluation

Dave Rees discussed how the committee would break apart and that the assessment and evaluation needs to be a part of the AWIB - essentially monitoring the workforce development system. This is going to be a critical asset in looking at modification to programs such as the STEP. He will work with Director Cashen on setting the committee up.

Workforce Readiness Employment Placement

Doug Ward indicated he had a large group of people in the meeting. The committee discussed the resolution process and training plan template documents. He invited the two guests who were at the board meeting from tech prep to attend a future committee meeting. He indicated VTEP should take over working on Fred Villa's Centers of Excellence document. The committee will start meeting monthly.

Chair Lynch indicated he would like to see a flowchart of how all the groups exist and fit with AWIB. Director Cashen suggested Jeff Selvey can work on the project. It was suggested to begin with the original documentation from the formation of AHRIC.

Action Items and Resolutions

State Plan for WIA/Wagner Peyser and ARRA (Stimulus Funds) - Mike Shiffer talked about the modification to the two year plan. Plan is an important tool broken into ten different categories focused on workforce development. He reviewed summary handed out yesterday. He indicated the plan reflects changes from comments received by board members.

Mike reviewed each section of the modification and defined the use of waivers. The waivers allow states to explain how the statute doesn't work for them and request a waiver from the requirement. Alaska currently has 9 active waivers.

Linda Hulbert reported that Policy and Planning recommends approving the plan so it can go out for public comment.

MOTION to approve the plan as submitted with resolution 09-03 with the understanding we will be working on modification to state plan in the fall by Linda Hulbert.

SECONDED by Dave Rees

VOTE taken

MOTION carries

Carry over discussion items from May 28th work session

STEP Task Force - Deputy Commissioner Stone

Deputy Commissioner Stone discussed the STEP task force. He indicated the task force was extremely effective. They are going to try to aggressively get legislation moved forward. The task force will be looking at what it would like to see in the legislation. Linda Hulbert indicated vendors are frustrated with paperwork required. The concept is to make STEP easier to use. They would like the process to be more user friendly and more appealing to a broader sector. Intent is to have draft regulations by the October board meeting. STEP will be part of Assessment and Evaluation Committee.

Committee Preferences - An email reminder will be sent to board members requesting their top 3 choices for committee preferences with the deadline of June 5th.

Upcoming committee meetings - The next WREP committee meeting is June 4th and will be setting agenda today.

Mentorship for new board members - There was discussion of the concept of mentorship for new members as it would be helpful for experienced board members to mentor new board members. Doug Ward suggested conducting an orientation for new

board members. Director Cashen indicated he meets with new board members once they are appointed.

Youth Council – Mike Woods reported the youth council will be working on identifying available programs for youth. He requested the board give feedback to the Youth Council.

Statewide CTE Plan

Commissioner Larry LeDoux Department of Education and Early Development

Commissioner Ledoux discussed the Alaska Education Plan which was included in the board meeting binder. He discussed world class schools as being the ultimate goal for Alaska's public education system. All goals of the plan feed into the world class schools goal. The goals of the plan are; (1) all students will graduate prepared for careers or postsecondary training and education, (2) schools will form strong partnerships with families and communities, and will respect and embrace local cultures, and (3) students will have access to safe schools, where they develop healthy and safe practices for life.

Commissioner LeDoux indicated he has enjoyed the close partnership with Commissioner Bishop and the Department of Labor.

Wrap-up and Adjourn

Tony Delia indicated the board could possibly hold the October board meeting at Chief David's Hall in Fairbanks.

MOTION to adjourn by David Rees

SECONDED by Tony Delia

MOTION carries

Meeting adjourned at 2:52 p.m.

Next meeting – October 26 – 27, Fairbanks, Alaska.

Handouts

Estimated WIA Funding for PY08 and PY09 – Formula and stimulus funding

Inside the Industry Report, Healthcare – Research and Analysis

Alaska Economic Trends – May 2008, Building the Next Pipeline

Alaska's AHEC, Area Health Education Centers

Myths and Facts about Workers with Disabilities

Alaska Tech Prep Pathways to Bright Futures

King Salmon AFB Gym Facility Offered to SAVEC for Lease

May 28th and 29th AWIB Meeting

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
AWIB members	Members need to choose a committee to serve on.	6/5/2009	In process
Executive Director	Send letter of apology to Job Corps for cancelling tour	ASAP	In process
Executive Committee	Assign board members to committees based on top three choices	6/9/2009	In process
Executive Committee	Review Article XIII of bylaws	6/9/2009	
Executive Committee	Identify direction for Division of Public Assistance to work more closely with AWIB	6/9/09	
Executive Committee	Make sure that we are working closely with DOLWD and DEED to connect industry with education and careers. Chair asked that this be put on the agenda.	On going	In process - Comm. LeDoux presented at meeting
Executive Committee	Develop and approve agenda for October board meeting.	9/8/09	
Executive Committee	Include update from Diane Maples from Alaska Tech Prep on October meeting agenda	9/8/09	
WREP Barbara Duval	AWIB Training Plan Template - transfer to Policy and Planning	6/30/09	Waiting on final from Doug Ward
RACs Louise Dean	Identify AWIB cross members	6/30/09	In process
Assessment & Evaluation Louise Dean	Work with committee chair on establishing meeting dates and identifying committee members	6/30/09	In process
Policy Planning Louise Dean	Work with Brynn Keith/R&A to line up their occupational priorities with R&As wording.	6/30/09	In process adding North slope
Policy Planning	Begin working on next Two Year State Plan. Include in fall committee meeting agenda.		
Step Task Force	Draft language for STEP regulations	October AWIB	This is the intent not started
Legislative Committee Louise Dean	Need to make appointments next year, have talking points and possible reception for legislators. (Send out invitations). Also have thank you cards.	January, 2010	
AWIB Staff	Flow chart of AWIB. Start with original documentation from AHRIC	9/15/09	