

Alaska Department of Labor & Workforce Development
Alaska Workforce Investment Board
Business Meeting at Residence Inn Conference Room - Anchorage, Alaska
August 12, 2005 MINUTES *DRAFT*

Call To Order

AWIB Chair Andy Baker called the meeting to order at 9:07 a.m.

Roll Call

Members present: Assistant Commissioner Guy Bell (designee for Commissioner Greg O'Claray), Katherine Farnham (designee for Commissioner Joel Gilbertson), Andy Baker, Don Brandon, Richard Cattnach, Susan Denison, Rose Ellis, Kristen Forrester, Neal Foster, Wendy Redman, Jim Laiti, MJ Longley, Ginger Stock-McKenzie, David Stone, Colleen Ward

Staff present:

Mona McAleese, John Pratt, Chris Allridge, John Mayer

Guests in attendance:

Tom Nelson, Mike Andrews, Mike Shiffer, Dick LaFever, Wanetta Ayers, Corine Geldhof, Tim Anderson

Agenda

Chair Baker asked for approval of agenda. David Stone moved to have Brynn Keith's presentation moved up on the agenda. The agenda as amended was adopted unanimously.

Approval of Minutes

David Stone moved to approve the February 10, 2005 minutes; Ginger Stock-McKenzie seconded. Don Brandon and Kitty Farnham offered corrections. The MOTION to approve the corrected minutes passed unanimously.

Action Items

Elections, Confirmation

Chair of the Nomination Committee Colleen Ward explained the nomination process and submitted the names of Andy Baker and David Stone for Chair and Vice-Chair, respectively. Ms. Ward made the MOTION to approve the slate of officers. The MOTION passed unanimously.

By-law Changes; Youth Council, Legislative Committee

Mona McAleese described the process of adding the Youth Council and Legislative Committees to the Standing Committees portion of the AWIB Bylaws. Don Brandon stated the reasons for adding the Youth Council Committee to the bylaws and that the Youth Council is a required component under the Workforce Investment Act. A MOTION was made by Neal Foster and seconded by MJ Longley to accept the proposed bylaw changes to add the Youth Council and Legislative Committees to the AWIB standing Committees. It was clarified that Section 8 and Section 9 are new sections to the bylaws. The MOTION passed unanimously.

Presentation

Brynn Keith presented the AK Department of Labor and Workforce Development's DOLWD's Division of Research and Analysis' Annual Plan to the US Department of Labor's Employment Training Administration (ETA). R&A receives funding to support the

WIA legislation, and consists of satisfying 6 core products and services to meet ETA's mandate. They include:

- Continue to populate the ALMIS Database with state data;
- Produce and disseminate industry and occupational employment projections;
- Provide occupational and career information products for public use;
- Ensure that the workforce information and support required by state and local workforce investment boards are provided;
- Maintain and enhance electronic state workforce information delivery systems;
- Support state workforce information training activities.

Ms. Keith summarized that R&A is working on improving the training, enhancing the website and conducting a customer satisfaction survey.

A MOTION was made by David Stone and seconded by Don Brandon to approve R&A's Annual Plan to the US Department of Labor's Employment Training Administration. The MOTION passed unanimously.

MOU with Native Sec. 166 Grantees

Rose Ellis explained that the Employment Placement Committee has approved the MOU, and that a tremendous amount of people and organizations participated in developing the MOU, including the various division directors from the State Department of Labor. A MOTION was made by Rose Ellis to approve the MOU. The MOTION passed unanimously.

Construction Summit Report

A MOTION was made by David Stone and seconded by Neal Foster to approve the Construction Summit Report. Dick Cattanach gave a narrative of the report, which included the projected demand for and the supply of construction workers. Mr. Cattanach recommended that this report be seen as the start of a long-range strategic plan focusing on this topic, and hoped that AWIB members be part of the plan's development. Andy Baker made an amendment to the MOTION to add his written comments to the report regarding rural training. David Stone expected it as a friendly amendment. It was decided to accompany the report with a letter. The MOTION passed unanimously.

Resolution 06-02, Skill Standards

Colleen Ward explained the resolution, its history and the changes made to it. Ms. Ward made a MOTION to pass the resolution and associated recommendations. The MOTION passed unanimously.

Regional Advisory Councils – Frequently Asked Questions

Mona McAleese explained the intent for the RAC-FAQ's. Members discussed the questions and made changes. Andy Baker forwarded this item to the Policy & Planning committee where final comments can be sent. John Pratt offered to the Board that the current ex-officio policy allows ex-officio members have all the privileges of AWIB members except travel reimbursements and may not make motions or vote during full Board meetings.

Discussion Items

Budget

Guy Bell explained AWIB's budget and funding. Staff and the contractual budget were decreased. The AWIB relies on partners from the workforce investment system to cover its costs. Although the financial assessment that's built into statute has not been used, it is being looked into for AWIB funding purposes. Discussion included a concern about

RAC's support in light of reduction in AWIB staff; AWIB's evaluation and oversight responsibilities; revenue collections, management fees and interagency receipts; general fund appropriations from the Legislature; Department of Labor and Workforce Development's total budget; and, AWIB's unfunded mandates.

RAC Updates

John Pratt relayed that communication has been made with all RAC's between him and Mona McAleese. Dennis McMillian is also working on facilitating and capacity building with RAC's. Ms. McAleese noted that the Northwest RAC is working on an apprenticeship inventory in their region. The North Slope RAC is doing a jobs inventory. The Interior RAC is working with DOLWD on BRAC. The RAC FAQ's document is being finalized in Policy & Planning. Kitty Farnham described the Department of Health and Social Services, Division of Public Assistance \$200,000 grant that was issued to the Foraker Group for capacity building, membership development, and whatever else is needed. Talk is continuing on future funding. Ms. Farnham continued that this culminates in a conference/work session with all RAC's. Discussion included a need for AWIB members to be involved with rural RAC's.

Self-assessments

As discussed yesterday during the AWIB work session, it was decided that a shorter follow-up assessment document would be developed in committee.

Title 1B and Wagner-Peyser Report

The Wagner-Peyser Report is included in the AWIB Statewide report to the Legislature thirty days after session begins. Development of the report is with the Assessment & Evaluation Committee.

Presentations

Employment Security Division-AJCN- Tom Nelson

Tom Nelson presented his report, which included current data demonstrating increased job openings, among other things. Mr. Nelson also spoke of DOLWD's charge to serve veterans, and described the Stand Down event being held today at Fort Richardson, which includes an opportunity for various health, social and workforce service providers to offer a full range of services to homeless veterans. In addition, the BRAC endeavor was explained and one anticipated result is providing a skills inventory in Galena.

Division of Business Partnerships-Grants

Corine Geldhof reviewed data reflecting DBP's grants and financial activities, including the STEP and WIA Title-B1 programs, the Denali Training Fund, and special initiatives from the Commissioner's Office. The high priority industries occupations' data was also explained, and the suggestion to refine this information will be considered with the help of Research and Analysis.

Public Testimony

Wanetta Ayers, Southwest Alaska Municipal Conference, spoke on their Southwest Alaska Quality of Life Index report. The presentation included noting the challenges to the region regarding economic development. Indicators included health and safety, education, community resources, business resources, the environment and infrastructure. A comparison was done with other fisheries based regions and the Municipality of Anchorage. It's is Ms. Ayers' expectation that various agencies and local government will use this report as a tool when communicating with policy makers and while applying for grants. Ms. Hayes expressed a concern about the lack of standardized data collection among federal and state agencies and the availability of that data.

Committee Reports

Assessment & Evaluation

John Pratt offered that the committee was working on the self-assessment survey and the response evaluation, strategic planning development, committee members' duties and obligations, management assessment fees, and looking closer at the One-Stop partners.

Employment & Placement

Rose Ellis touched on briefly on the Native MOU. The committee has decided to concentrate on two issues as they develop their portion of the strategic plan. The first is promoting the hiring of Alaskans into jobs that have traditionally been filled by out-of-state workers. The second is moving low-income individuals, veterans and the disabled population into jobs within the priority industries.

Policy and Planning

David Stone relayed that most of the committee's efforts has been focused on Regional Advisory Councils approval process and providing some one-time grant towards capacity building for these RAC's. The committee also approved the Youth Council and the Legislative Committee be made standing committees to the AWIB. The subject of management fees was discussed with regards to AWIB's obligations to these contributing agencies.

A MOTION was made by David Stone and seconded by Wendy Redman to ask the Department of Labor to look for funds to help with capacity building for RAC's, as well as monies for travel so a couple of members of the board could go out and visit these RAC's and create a connection. The MOTION passes unanimously.

Workforce Readiness

Colleen Ward offered an addition to her written submitted report. A Transportation Committee has been formed and Don Brandon and Wally Stuart are co-chairs. Ms. Ward added that communication should be improved between AWIB members and Department of Labor and Workforce Development Directors. Also, priority should be focused on the comprehensive strategic planning process.

Legislative Committee

Neal Foster relayed information on the Youth Opportunity Grant funding status.

Youth Council

Don Brandon pointed to the submitted written report. Highlights include becoming an AWIB standing committee; developing the message statement ("Building Bridges between Alaska's Jobs and Youth"); developing by-laws, job descriptions, code of conduct and incorporating a conflict of interest process; formed a Youth Leadership ad-hoc subcommittee; developed a presentation; held monthly subcommittee meetings. Mr. Brandon described the August Youth Council meeting; proposed ideas for connecting with other organizations; and stated that an assessment of statewide youth training programs needs to be compiled. Discussion included vocational education and training initiatives such as getting the King Career Center in Anchorage to run a full program.

Adjournment

Chair Baker adjourned the meeting at 1:17 p.m.