



Alaska Workforce Investment Board
Alaska Department of Labor & Workforce Development
Employment & Placement Committee Minutes
August 11, 2005

Attendees

Committee members: Rose Ellis, Kitty Farnham, Susan Denison, Tom Nelson (*ex officio*), Gale Sinnott (*ex officio*), Corine Geldhof (*ex officio*), Molly Merritt-Duren (*ex officio*), Millie Johnson (*ex officio*)

Staff: John Pratt

Guests: Russ Cusack, Mary Rogers, Tara Jollie

Call To Order

A special meeting of the Employment & Placement Committee of the Alaska Workforce Investment Board was called to order at 3:08 p.m. on Thursday, August 11, 2005 by Chair Rose Ellis. The committee met in-person at the Marriot Residence Inn immediately following the AWIB Work Session.

Agenda

An *ad hoc* agenda was outlined to guide the meeting:

- Call To Order
- AWIB Work Session Recap
- Native MOU
- Strategic Planning

The agenda was approved unanimously.

Discussion Item

AWIB Work Session Recap

Tom Nelson wanted to be sure to bring WIA reauthorization to the attention of the AWIB as an important pending issue. He asked if the executive director and/or board chair are involved with any of the national workforce development associations and highly recommended that a representative attend at least one of these organization's meetings on a regular basis. Kitty Farnham also advocated for the AWIB to concern itself with the TANF reauthorization process. Gale Sinnott requested the latest draft version to be distributed to the membership.

John Pratt summarized the *ex officio* policy again, clarifying the rights to vote and make motions in committee. Ms. Farnham referred to the Regional Advisory Council FAQ draft and Executive Director McAleese's comments earlier in the day contradicting what Mr. Pratt explained. AWIB staff will see to it that Ms. McAleese is consulted and the document corrected.

Action Item

Native MOU

Tara Jollie inquired after the report from Dick LaFever on the MOU summit meeting. Mr. Pratt explained that Mr. LaFever needs to meet with staff prior to producing the report and there has not been sufficient time available due to preparations for this week's meetings. Chair Ellis thanked everyone involved for the good work on this project.

The committee heard questions and recommendations on the final draft. Ms. Sinnott asked if a date had been set for the first semi-annual meeting. The consensus was that a date has not been set yet, but it has been specified to be in November of this year to keep it from slipping too far distant. Kitty Farnham suggested a number of amendments (reflected in an addendum to the final draft). She also asked for clarification of what “support” refers to under Core Services of Section III. C. No one present could answer authoritatively, but the committee decided not to amend this point as it would materially alter the content of the document.

Gale Sinnott moved, and Tom Nelson seconded, to endorse the AWIB MOU with the WIA Sec. 166 Native grantees with the changes agreed upon during this meeting that are not content altering, but merely adjustments of formatting and grammar. The MOTION passed unanimously.

Ms. Farnham thanked the planning committee. She recommended that the group of four selected to do the final revisions and word-smithing of the MOU (Donna Scott, Ken Selby, Mona McAleese, and Ken Mill) identify the lead planning entity for the November meeting within one month. This met with the committee’s approval.

Discussion Item

Strategic Planning

The committee took up the strategic planning process begun at the February, 2005 Juneau meeting, guided by the discussion of the AWIB work session earlier in the day. Alaska Hire was the first topic of discussion. The committee will need to assess what is currently being done to promote hiring Alaskans into jobs traditionally filled by nonresidents and thereby identify what the training gaps are. References were made to R&A’s report on nonresident hire, Tom Nelson’s forthcoming summarization on the subject, the 90% Alaska Hire requirement in Labor Standards, and various interstate commerce regulations. Tara Jollie expressed a particular interest in examining employees’ quality of work-life; whether workers staying employed in the occupation of their training/certification. Susan Denison mentioned Certified Nursing Aides (CNAs) as an example.

Tom Nelson described the communication breakdown with regard to #4 (tailoring employment and training programs to suit Alaskan business, industry and economic development needs). He said that state agencies owe the AWIB members from the private sector an accounting/interpretation of the situation relative to the E&P strategic matrix framework. The matter of occupational and career awareness was brought up. How do workers and students learn of employment, education, and training opportunities? The primary tools mentioned were vocational and school counselors as well as the Alaska Career Information System (AKCIS).

Molly Merritt-Duren moved, and Corine Geldhof seconded, that the Employment & Placement Committee focus its current strategic planning efforts on items 2 and 3 from the responsibilities specified in the AWIB bylaws. Ms. Geldhof asked for unanimous consent. The MOTION passed unanimously.

Inventorying the present system will be the first priority. The divisions of DLWD will provide an executive summary of practices to the committee which Mr. Nelson will compile and disseminate for analysis. Tom offered to draft 5-8 questions to ask a sample of employers about their resident hire practices. The committee will consider surveying the recipients of the governor’s 90% Alaska Hire award.

Adjournment

The meeting was adjourned at 4:53 p.m. by Chair Ellis. The next general meeting will be at 10:00 a.m. on Wednesday, August 31, via teleconference.

Action Tracker

WHO	WHAT	DUE BY	STATUS
J. Pratt	Distribute handout from ABE/GED presentation to committee members absent from July meeting		Handed out at 8/11/05 E&P
AWIB	Vote on final draft of Native MOU at business meeting	8/12/05	
J. Pratt, M. McAleese	Coordinate distribution of Native MOU summit report with Dick La Fever		Pending face-to-face meeting
D. Alexander	Communicate ABE/GED policy recommendations to E&P committee		
T. Nelson, G. Sinnott, K. Farnham	Join next Ops Workgroup meeting to resolve Common Intake pending action		
T. Nelson	Draft resident hire practices questionnaire		
T. Nelson	Compile and distribute executive summaries from DLWD divisions on current practices		
J. Pratt	Correct RAC FAQ re: <i>ex officio</i> voting, etc. Post policy on AWIB website	8/31/05	
G. Sinnott	Presentation to E&P on DVR/TVR overview	8/31/05	
E&P	Examine Operator MOU at committee meeting	8/31/05	
“Fantastic Four”	Identify lead planners for November semi-annual Native MOU meeting	9/12/05	
AWIB & Native grantees	Sign final Native MOU	9/30/05	
E&P	Submit recommendations re: ABE/GED to ExCo for inclusion in annual report to the legislature	January, 2006	
E&P	Monitor Native MOU implementation plan	Ongoing	

Minutes submitted by: John Pratt