



ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

**Alaska Workforce Investment Board
Alaska Department of Labor & Workforce Development
Business Meeting at CITC
Anchorage, Alaska
August 25, 2006
Minutes**

Call to Order

Roll Call

Members in attendance: Lt. Governor Loren Leman, DLWD Deputy Commissioner Guy Bell, DHSS designee Stephanie Wheeler, DCED representative Athena Logan, AWIB Chair Andy Baker, Todd Bergman, Rod Betit, Richard Cattanach, Susan Denison, Rose Ellis, Neal Foster, UAA President's designee Wendy Redman, Chris Hayes, M. J. Longley, John Palmatier, Karen Rogina, Tim Scott, Ginger Stock-McKenzie, AWIB Vice Chair David Stone

Staff in attendance: John Pratt, Andrée McLeod,

Guests and others in attendance: Brynn Keith, Corine Geldhof, Mike Shiffer, Mike Ogram, Rebecca Logan, Mary Rogers, Elinor Fitzjarrald, Brad Gillespie.

Teleconferencing guests: Tom Nelson

Agenda – There is no record of the approval of the agenda.

Approval of Minutes – There is no record of the approval of the minutes.

Public Testimony – There is no record of any public testimony.

Action Items

Research & Analysis Labor Market Information Endorsement

(Audio recording begins here)

Brynn Keith presented the Research & Analysis Labor Market Information Endorsement. A general discussion followed. A MOTION for AWIB to support the Alaska Department of Labor & Workforce Development Workforce Information Core Products Service Grant Application and encourage the current and future administrations to increase funding for Research & Analysis was made by David Stone and seconded by Rose Ellis. The MOTION passed unanimously.

Transportation Plan

David Stone presented the AWIB Transportation Plan. John Pratt pointed out that a footnote had been added at the request of the AWIB Executive Committee regarding the "Occupational Priorities." A general discussion ensued which identified issues with definitions of terminology, funding sources, coordination of programs and services, strategies for better cooperation between impacted entities, and the need for more specific measures for determining success. A MOTION was made by David Stone and seconded by Neal Foster to move the transportation plan forward to committees for the purposes of discussion and to amend the "Priority Ranked Occupational Listings" to read "1) Commercial pilots, 2) Airline pilots, etc" and to add the TSA (security) occupations at the level of priority determined by staff research and approved by the Executive Committee. The MOTION passed unanimously.



Past AWIB Resolutions

Chris Hayes asked for an accounting of the status of AWIB resolutions. Andy Baker requested that at the next AWIB Business meeting be made available a summary and status of the AWIB resolutions and endorsed plans.

AKCIS Resolution

David Stone made a MOTION that the AKCIS resolution (07-01) be moved forward for the purposes of discussion. Chris Hayes seconded the MOTION. After a brief discussion, paragraph seven was amended to read "Now therefore be it resolved that the Alaska Workforce Investment Board officially requests the Alaska Department of Labor & Workforce Development to integrate the Alaska Career Information System (AKCIS) into future workforce development efforts by improving and expanding public awareness of and access to this resource on the Internet via schools, non-profit organizations, and community libraries throughout the state. Furthermore, a sustainable funding scheme should be pursued that will ensure the long-term sustainability of the program." The MOTION to approve the resolution, as amended, passed unanimously.

AWIB bylaw amendments

John Pratt presented the proposed amended AWIB Bylaws. Loren Lemman MOVED that the amendments be discussed for language consistency and the Bylaws be voted on for approval; Neal Foster seconded. The amendment removing the entire passage of Article III, section 2, sub-section e, was reinserted and modified to read "advise Governor on job training plans and certify the consistency of such plans with criteria including performance standards and determination of variations of standards required under the state workforce investment plan", Article ten, section nine, the first sentence was amended to read "The members of the Youth Council Committee will be appointed by the Chair of the Board." The MOTION to approve the Bylaws as amended passed unanimously.

Reports

Lieutenant Governor

Loren Lemman thanked the board for serving on the AWIB, emphasized the importance of continuing to promote workforce development in Alaska through teamwork.

AWIB Chair

Andy Baker stated that he would be putting together a small team to work on recommendations regarding the board for the incoming gubernatorial administration. He also thanked the AWIB staff for their work on the new budget, to be discussed later in the agenda.

Executive Director

John Pratt testified to the success of the most recent STEP review and encouraged board members to participate at the next available opportunity. He requested that board members review the new AWIB strategic plan.

Assessment & Evaluation, Policy & Planning, and Legislative Committees

Neal Foster stated that the A & E, P & P, and Legislative committees identified three priorities: working on improving communications with regional advisory councils, working on the priorities industries list, and developing a team to participate rural outreach.

Employment & Placement and Workforce Readiness Committees

David Stone stated that E & P and WR committees had been working on the transportation plan and the AKCIS resolution. He spoke to the difficulty of these committees in establishing a quorum in meetings and suggested the need to reevaluate the structure of



board participation in committees. Andy Baker requested that the AWIB staff implement an RSVP email system for committee meetings.

Youth Council

Tim Scott was welcomed as the new chair of the Youth Council. He stated that the transition of chairs from Don Brandon to Tim Scott had been smooth and the next Youth Council face-to-face planning meeting would be held in October at Job Corps.

Division of Public Assistance

Ellie Fitzjarrald & Mary Rogers stated that Public Assistance is undergoing TANF reauthorization activities. There will be a greater focus on employment and placement requiring a deeper reliance on partner agencies and private sector employers. Increased fuel costs have caused a higher volume of requests for supplementation, particularly in the area of home heating. It is important to promote public awareness regarding this service. The new Family Centered Services pilots in Fairbanks and the Matanuska-Susitna Valley are intended to strengthen partnerships and to increase integration of services with Job Centers and other participating agencies.

Division of Vocational Rehabilitation

Russ Cusack gave an outline of the Vocational Rehabilitation program and mission. He described the consumers and partner agencies and spoke to the importance and success of the program. He emphasized that a major component of Vocational Rehabilitation is training. He briefly described the Special Education Teacher Summer Internship Initiative and the Statewide Training Assessment Team Initiative. He also addressed questions regarding providing extended assistance to clients with disabilities to maintain long-term employment. Wendy Redman added that the University of Alaska was a major financial partner in providing training for disabled Alaskans. Mr. Cusack stated the University is known as one of the top proactive institutions in the United States for their support in assisting people with special needs.

CITC Tour

M. J. Longley briefly highlighted the services that CITC provided. The board then reconvened upstairs for a tour of the new facilities.

Employment Security Division

Tom Nelson presented a packet of information displaying the performance statistics of the ESD. Andy Baker requested that this report be provided to the AWIB Executive Committee each month with a more specific break down of unemployment rates among the various ethnic groups. Mr. Nelson said he would work with the new database to develop a couple of different versions of this report and present them at the next Executive Committee meeting. Mr. Nelson then gave a brief progress report on the ESD's priorities: The High Growth Job Training Initiative, Alexsys, the Equal Opportunity (EO) Program, Adult Basic Education (ABE), and the Disability Program Navigator (DPN) Initiative.

Division of Business Partnerships

Corine Geldhof spoke briefly on the evolution of the Division of Business Partnerships and the progress of the High Growth Job Training Initiative (HGJTI). She also announced that Christine Sanderford has been appointed as the new State Training and Employment Program Manager. Mike Shiffer discussed the critical importance of communication and partnership in DBP's forward thinking and new initiatives. He briefly acknowledged participants working with various programs related to HGJTI. He described how the HGJTI has been distributed among 20 different grants and stated that more funding will become available as soon as the Natural Gas Line has been approved to move forward. He also



discussed a number of recent requests from manufacturers within the State for skilled labor; in response to this DBP, in association with the University, has submitted a grant proposal for training Alaskans in technology associated with advanced manufacturing.

Additionally, the U.S. Department of Labor has asked the Department of Labor & Workforce Development to review their methods in an effort to improve efficiency and cost control.

Richard Cattanach commended the Department of Labor & Workforce Development and Commissioner O'Claray in moving workforce issues forward with the Legislature. He cited a high level of professionalism and a sincere desire to "get the job done."

Andy Baker asked Brynn Keith if there was a way to show the regional differences for priorities. Ms. Keith suggested that the community sub-groups would be better suited for reporting on this information.

Wendy Redman applauded the Department for putting HGJTI money into the Anchorage summer school program offered in cooperation with the University and she projected that the amount of positive feedback regarding this program will be overwhelming.

Discussion Items

Budget

John Pratt presented the new FY07 AWIB budget, which includes Personnel Services, Member Discretionary Budget, Staff Travel, Contractual Expenses, and Supplies. The most important change is the amount of discretionary funds to be allocated by the Chair and Executive Committee. This will make funds available, as desired, for the board to participate in rural community outreach and member attendance in national conferences. A MOTION was made by David Stone and seconded by Neal Foster to approve the FY07 and look to a subcommittee to determine what amounts should be requested for FY08. The MOTION passed unanimously.

Job Center Re-certification

John Pratt stated that it was time for the biannual Job center re-certification for the federal government and that the Mat-Su One Stop had been selected not only because it had not been re-certified in some time but because it has a number of innovative programs in place. Under the Workforce Investment Act (1998), only one Center needs to be re-certified. The remaining One-Stops can submit their self-assessments at any time. The Mat-Su One-Stop will be the 7th to be certified before the federal government, 16 remaining will need certification. Several board members reflected that re-certifying one Job Center was not enough to be providing an accurate picture. Karen Rogina and Rose Ellis will be visiting the Mat-Su One-Stop in mid-September.

Healthcare Taskforce Report

Rod Betit stated that hospitals are generally the biggest employers in communities, often the largest employer in the state. There are shortages in almost every occupation, including physicians and severe allied health and specialty nursing shortages. He also addressed the fact that 9 hospitals will be receiving tele-radiology technology which also will require trained personnel. Funding to resolve the qualified healthcare employee shortage issue needs to become an AWIB lobbying priority. A very large amount of funding will be necessary. The next step should be for ad hoc committees and AWIB staff to collaborate in developing a plan of action to move these issues forward for the November Executive Committee meeting. Wendy Redman stated that the University has received a lot of pressure from the dental community regarding shortages and asked that dental issues be added to the final report. Karen Rogina suggested that Rod Betit be put on the AWIB



team, which will be providing guidance to the new administration. Andy Baker asked Guy Bell to work with the Healthcare Taskforce to finalize the report for the November Executive Committee meeting.

Construction Summit Report follow-up

David Stone asked Richard Cattanaach to address the follow up for the AWIB adopted construction summit report. Richard Cattanaach suggested that the participants who developed the plan be called upon to establish performance measures to be revisited annually. He further stated that this should be the procedure with all AWIB approved plans. David Stone made a MOTION, seconded by Wendy Redman, that all AWIB approved action reports be assigned to the A&E Committee to track and monitor all industry plans, and oversee reconvening summit groups. Wendy Redman asked that the public and private industry/training providers produce an updated report at each AWIB meeting. She further suggested that a template form be developed. Susan Dennison suggested that data also be included as to how many participants are waiting to get into programs. The MOTION passed unanimously.

AWIB Strategic Plan

Tim Scott stated that the ad hoc AWIB Strategic Planning Meeting was a great success and that a white paper would be distributed to all board members, which could be used as a blue print for workforce development. John Pratt stated that from the white paper the AWIB staff would develop Strategic Plan that would then receive feedback from the board and be sent back to the ad hoc to develop as a tool.

Presentations

Carl Perkins IV & Tech Prep

Helen Mehrkens briefly spoke about the new Perkins IV; the funding distribution remains the same as Perkins III. She also outlined the history of Perkins funding and the program's themes: accountability, program improvement, secondary/post-secondary connections, links to rigorous academics and a stronger emphasis on meeting business and industry standards. The focus on Perkins IV is connecting with "No Child Left Behind." The challenges will be to identify what programs can be aligned with Perkins.

She also explained that the other part of Perkins is Tech Prep. Some new elements are language, articulation agreements must now be renewed annually, and grants must long-term (4 to 6 years) to allow time to establish programs. The state now has the options to consolidate tech prep funding with the regular program. The transition from Perkins III to Perkins IV is two years. The final state plan will not be due until 2008. The new law requires consultation with all groups involved in workforce development.

Tech Prep

Deanna Schultz gave a brief description of tech prep which is a structured educational program. She presented a DVD with interviews with students in tech prep programs.

Other Business

Heidi Frost requested that the AWIB provide a letter of support for a community-based job training grant application for developing a direct support specialist occupational endorsement to combine a 16 credit hour course via distance delivery for the purpose of training long-term health care providers. This letter requires a partnership commitment to contribute AWIB staff time as in-kind. Wendy Redman stated that it was a dangerous precedent to support one competitive grant application and not others. Tom Nelson



suggested that a system be put in place where board members can be informed of generic requests for letters of support for grants for programs, which are attempting to resolve a workforce development issue. A MOTION was made by David Stone and seconded by Susan Denison that the AWIB develop a generic letter of support for grants. The MOTION passed unanimously.

A MOTION was made by Wendy Redman and seconded by David Stone to delegate such business in the future to be handled by the AWIB chair. The MOTION passed unanimously.

Wendy Redman requested that Department of Labor & Workforce Development organizational chart be included in binders for future AWIB Board meetings.

Adjournment