



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board
Alaska Department of Labor & Workforce Development
Youth Council**

September 5, 2008

9:00 a.m. - 5:00.p.m.

Cook Inlet Tribal Council Nat'uh Conference Center (rooms 1&2)

Teleconference Number: 1-888-354-0094 Code: 4461969

Minutes

- **Roll Call:** Todd Bergman, Co-Chair; MJ Longley, Co-Chair; John Douglass; Heidi Frost; Melissa Hill; David Kvasager; Andre Layral; Helen Mehrkens; Jim Seccombe; Esther Cox; David Robinson; Alex Tatum
- Ex-officios: Diedre Bailey, Margie Germain

- **Guests:**

Greg Cashen, Executive Director, Alaska Workforce Investment Board (AWIB)
Becky Judd, Resiliency/Youth Development Specialist, AK Div of Behavioral Health
Megan McBride, Alaska Youth for Environmental Action
Mike Shiffer, Asst Director, Division of Business Partnerships-Business Services
Amy Dorsey, Development Director, Big Brothers Big Sisters
Cassie Ostrander, APICC

Approval of Agenda -

Motion by Andre Layral; Second by John Douglass; motion carries

Revised - 1st Andre, 2nd Melissa (to combine face to face, membership, and next meeting date)

Approval of Minutes - May 15, 2008 - Motion by Andre Layral; Second by Heidi Frost; motion carries

Discussion Items

Welcome by Greg Cashen, Executive Director, AWIB – Gave overview of some of the initiatives the AWIB and DOL are working on. AGIA training plan – majority of strategies focus on youth. Training dollars include, Construction Academies, AVTEC, Denali Training Fund; Youth First. There is a funding request for 42m for the AGIA training plan. One of the recommendations that came out of the AGIA training planning is funding for an education specialist. The education specialist will work with Career Pathways, work keys, and network with the youth council.



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Next AWIB meeting is October 27th and 28th in Fairbanks. There is time allocated on the agenda for breakout sessions for the committees.

1. Involving Youth on Boards and Commissions – Becky Judd and Megan McBride
Becky Judd and Megan McBride made a presentation on readiness for Youth on Boards and Commissions. They detailed the benefits to youth representation as well as the benefits to Adult members.

Included in the presentation was a document ‘Alaska Initiative for Youth in Decision Making and Governance’. One idea the Youth Council had was maybe to use this document as guidance for the youth council’s involvement of youth and in their search for a youth representative. Barbara will circulate it with a deadline then compile the results for the November meeting.

2. Youth Council Bylaws, Article III, Sec 3(a)(5), ‘provide incentives for recognition and achievement to eligible youth’. **Tabled**

3. Membership – attendance, need new members?

Lack of attendance from Youth Council members is pressing. New members are needed. Individuals should be in Workforce development. Look at Rural areas, Tribal Leaders, Economic development, public transportation providers, etc.

Possible suggestions include:

Chief Wally Kvasnikoff

Jade Hill, economic development

David Leone, Fairbanks transportation

Joan Okeefe, SE Independent Living Center

Sheila Finkenbinder, Sitka Chamber of Commerce

Joanna Geisler, Kenai Independent Living

Taber Rehbaum, Big Brothers Big Sisters

4. Youth Grants – Program update, timeline – Mike Shiffer, Diedre Bailey DBP
Mike Shiffer gave an update of the youth grants. Discussed Notice of Funds Availability (NOFA). Handed out information on youth performance measures. Mike indicated they will need a team of three or four members from the youth council to sit on the committee to review funding request proposals. New scholarship program for up to 150 youth to attend training for occupations identified in AGIA. AWIB will help identify the criteria for which youth should receive scholarships. Examples include need based, score on work keys. Career and tech education program, have been working with Commissioner Ledoux.



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Program will provide the DOL and Education to co administer funds in the school districts so they can address the needs in AGIA. Asking the Denali Commission to make changes in the way they allocate funds for youth. The Career Guides have proven to be a good resource.

Waivers – Have the latitude to ask the USDOL to adjust some rules and requirements. Spoke on the waivers for Common Measures and Neediest Youth, Literacy/Numeracy. Mike and Diedre asked for a letter of support from the Youth Council to attach to the resolutions to the feds.

5. Big Brothers Big Sisters – Amy Dorsey described the programs available and their benefits to the children.
6. Employability Skills Standards and Assessments Resolution 08-02
Todd explained resolution and background leading up to it. Discussion ‘Who are stakeholders and how do we involve them?’

Andre’ spoke on ‘Casel’s Five Sel Competencies’

7. Face to face meeting with AWIB
Next meeting will be held in conjunction with the May 09 AWIB meeting in Anchorage. Requests Face to Face youth council work session be an open agenda without speakers. Then structure session with AWIB to be one-on-one with youth. Draft questions for AWIB on what’s next, where are we going, listen to youth, open dialog on ‘youth needs’. Too many restrictions on youth; kids who don’t qualify, kids who have barriers. How do we meet these needs?
8. Strategic Plan
Motion made to table work on strategic plan until January 2009. 1st John, 2nd Todd

Action Items

1. Youth Participation (application, solicitation, timeline)
Questions that came from the group discussion were: What are the criteria for a youth representative? How do we identify them? Are we ready to have youth(s) on the board? Will they be full voting members? How/where/when do we interview prospective youth? Can we create opportunities for youth to bring information to the table? A job description needs to be drafted. We will also need to design a mentoring component and acknowledge barriers on both sides. Bylaws don’t address legal aspects. What about demographic logistics?



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John Douglass will review the draft letter and application by 9/12/08. He will send to Barbara for circulation to the Youth Council. Add as an action item on the next agenda.

Work Session Items

1. Strategic Priorities – Afternoon
Motion by John to table Strategic Plan until Jan 09, Second Andre’; motion carried.

Other Items

Notes for May YC Meeting:

1. Would like to have demo and an opportunity to use the WorkKeys Program.
2. Have a work session to prepare for session with AWIB.
3. Have direct interaction with new Education Specialist.
4. Andre’ will compile an outline of steps that the Youth Council will need to accomplish to prepare for their May one-on-one youth interactive session with the AWIB.

Footnote: October 4th will be a statewide Youth Forum. Youth are determining their needs. How do we extrapolate this data? Melissa, Heidi, and Andre will research and get back to committee. Would like to create youth/board member interaction at AWIB May mtg.

Next meeting: Wednesday, November 12, 2008, 10:00am

Adjournment: Motion Todd, Second John, 4:00pm

Attachments:

Youth Interest Form
Youth Cover Letter
YC Bylaws
YC Member Roster
FY08 Grantees Details Award
The Power of an Untapped Resource
Strategic Plan
Minutes (May 15, 2008)
Youth Common Measures
WIA Youth Performance Measures
Common Measures Waiver Request Summary



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Common Measures Waiver Request

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
John D.	Review youth cover letter and application and return to Barbara.	9/12/08	In progress
Heidi, Melissa, Andre'	<ol style="list-style-type: none"> 1. Extrapolate data from October 4th Youth Forum and present to AWIB board at May 09 mtg. 2. Create list of steps (outline) to prepare for youth/AWIB one-on-one interaction at May mtg. 	Jan, 09	In progress
Barbara	Send out Check List to Youth Council for comment. Compile results for Nov agenda.	9/30/08	In progress
Greg Cashen	Send thank you letters to guest speakers.	9/8/08	done
Barbara	Add tabled discussion item 2 'Youth Council Bylaws' to Nov agenda.	11/09	In progress
Barbara	Email to YC on possible names for new YC members.	11/09	In progress
Greg/Barbara	YC wants letter of support to go with resolutions to the feds for Common Measures and Literacy/Numeracy waivers.	9/12/08	In progress
Barbara	Solicit a list from Diedre for possible youth recipients.	9/12/08	In process