



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

***Alaska Department of Labor and Workforce Development
Alaska Workforce Investment Board***

October 27th and 28th, 2008

University of Alaska

Butrovich Building

Board of Regents Conference Room

Fairbanks, Alaska

Meeting MINUTES

Teleconference: 1-888-354-0094, Conference ID# 4461969

Call to Order by Chair Baker at 9:05 a.m.

Roll Call by Director Cashen

Members in Attendance

Scott Clark, (Lt. Governor's Designee)

Commissioner Bishop

David Stone, (DOLWD Designee)

Andy Baker, Chair

Todd Bergman, Public Education

Dave Rees, Private Sector

John Cannon, Professional w/Exp. Dev Disabilities

John MacKinnon, Private Sector

Paulette Schuerch, Native Organization

Mayfield Evans, Business and Industry

Tony Delia, Private Sector

Neil Foster, Vice Chair, Business and Industry (telephonic)

President Mark Hamilton, University of Alaska

Fred Villa, Pres. Hamilton's Designee

Cynthia Erickson, Private Sector

Jim Laiti, Organized Labor

MJ Longley, Native Organization

Chris Gregg, Organized labor

Sharlene Berg, Post Sec Ed/Voc/Ind

Kay Hoc, Linda Hulbert's designee, Private Sector

Mike Tucker, John Palmatier's designee, Organized Labor

Jim Lynch, Business/Industry

Betty Jo Dibble, Organized Labor

Doug Ward, Private Sector

Kathy Craft, DHHS Designee

Joe Austerman, DCED Designee

A quorum of 24 members was present

Members absent:

Larry LeDoux, Commissioner, Department of Education and Early Development; William Hogan, Acting Commissioner, Department of Health and Social Services; Emil Notti, Commissioner, Department of Commerce and Economic Development; Michael Black, Designee, Department of Commerce and Economic Development

Staff in attendance: Executive Director Greg Cashen, Project Coordinator Louise Dean, Project Coordinator Barbara Duval, Administrative Assistant Bejean Page

Guests and others in attendance

Trevor O'Hara, CH2M Hill
Mel Johnson, Trans Canada
Kim Ziegler, AK Job Corps
Susan Van Gorder, AK Job Corps
Steve Rairdon, Access Alaska
Mike Shiffer, DOLWD/DBP
Heidi Frost, GCDSE
Rosanne Hughes, Office of the Governor
Tom Nelson, DOLWD/ESD
John Ferree, IBEW
Shell Ewing, Weld Air Alaska
John Bowne, City of Fairbanks
Keith Swarner, University of Alaska Fairbanks, Tanana Valley
Tom Maloney, CH2M Hill
Rick Caulfield, University of Alaska Fairbanks, Tanana Valley
Sandra Carroll-Cobb, University of Alaska Anchorage
Melissa Hill, University of Alaska, Alaska Teacher Placement K12
Ann LeFavor, Access Coordinator
Eldon Davidson, Savaak
D. Paramo, Mat-Su Borough School District
Ray DePriest, Mat-Su Borough School District
Shelly Wright, Southeast Conference
Victoria Foote, UAF-CRCD
Skipp Brigmann, Alcan Electric
Steven Haagenson, Alaska energy Authority
Thomas Minder, AKEATT
Heiti Titchend, IAWNTUG

Introduction

Welcome by Commissioner Bishop – Commissioner Bishop welcomed everyone and thanked President Hamilton for hosting the AWIB. Commissioner Bishop thanked the AWIB members and DBP staff for their work on the step task force and distributing

funds in a timely manner. He also thanked guests and board members for their continued support on the AGIA strategic plan.

Welcome by University of Alaska President Mark Hamilton – President Hamilton welcomed everyone. He indicated workforce development is a central part of the university's mission. The university has begun over 100 new programs over the past decade 85 are two year programs and below. Discussed the costs associated with delivering programs and the costs of teaching a skill, smaller class size, and the need for up to date equipment. President Hamilton indicated the AWIB needs to endorse the work of the University for funding purposes. Chair Baker thanked President Hamilton for his support.

Opening Remarks by Chair Baker – Chair Baker welcomed everyone to the meeting.

Committee Meetings – The committees met face to face at this meeting.

- Workforce Readiness/Employment & Placement
- Policy and Planning/Assessment & Evaluation
- Regional Advisory Councils
- Youth Council (By Teleconference)

Committee Reports and Action Items

Workforce Readiness/Employment Placement - Doug Ward gave an update of the WREP committee, and the work the committee did on the training template and developing a resolution process. Another process the committee wants to take on is employability skills. Jim Lynch has been test driving the template. The intent is to develop a short form for industry which would help them provide what their training requirements are. WREP will do a short form for industry. This will also provide continuity and a common look for proposals. And

Policy Planning Assessment and Evaluation

Neal Foster was not available so MJ Longley gave the report. The committee meeting focused around the Regional Advisory Councils (RACs) and how they can communicate more with each other and the AWIB. It was suggested to have an RAC update on AWIB website. The Policy Planning Assessment and Evaluation committee worked on proposed bylaw changes resulting from the May AWIB meeting. The bylaw changes were approved by the Exco and need to be voted on by the full board at this meeting.

Youth Council

Todd Bergman discussed the inclusion of the strategic plan and the work of the youth council. The youth council will meet face to face in May in conjunction with the May

AWIB meeting. The youth council wrote letters of support for the Division of Business Partnership federal waivers.

Action Items

By Law Changes - Director Greg Cashen provided historical information about the proposed changes to the bylaws. Changes to the bylaws came out of the May meeting. The following are the proposed changes which were worked on by the Policy Planning Assessment and Evaluation committee and reviewed and approved by the Exco.

Article VI - The proposed changes add board members from the private sector to the bylaws and statutes for elections. This will allow more members to run for Chair and Vice Chair.

Article VIII - This change would add committee meeting to the language. This proposed change was a result of lack of attendance at the committee meetings.

Article IX - The proposed change would allow a board member to appoint a designee for a meeting in writing. Chair Baker indicated he did not agree with this change. This needs to be more specific and tightened up so it can't be taken advantage of. Jim Lynch wanted to know if we could vote on the proposed changes with amendments, send back to PP/AE for clarification to article IX.

MOTION to accept the proposed bylaw changes to Article VI and VIII. Keep Article IX as is without recommended change. Send back to Policy Planning Assessment and Evaluation committee by Jim Lynch.

Seconded by Dave Rees.

Vote taken,

MOTION passes.

Information Technology Industry Panel - The panel guests presented information about their industry and workforce development opportunities to the board.

Keith Swarner, Associate Professor, Tanana Valley Campus

Keith gave an overview of the IT program, certificate program or associate degree. He discussed coursework for AAS and certificate, and industry certifications. There is a specialist program delivered through the College of Rural and Community Development. There is statewide collaboration between UAA, UAS, AVTEC and UAF department of computer science.

John Ferree, Fairbanks Business Manager, IBEW

John spoke specifically on telecommunications technician program. This is an 8,000 hour on the job training programming. There are two basic portions of the industry

which includes inside and outside work. Telecommunications is a broad and vast industry. There are 80 apprentices in the program statewide. They are training for the following occupations; telephone cable splicer, installer repairman, telephone lineman inside jobs, PBX technician; central office technician. Keeping up with the demands of the employers and industry is a challenge. The pace of change in the telecommunications industry is light speed.

Jon Bowne, the City of Fairbanks

The presentation focused on redefining the knowledge a worker needs for information technology. Jon gave a power point presentation defining the Four E's for workers, Experienced, Educated, Ethical and Enthusiastic.

Construction Industry (Electrical) Panel – The panel guests presented information about their industry and workforce development opportunities to the board.

Steve Haagenson, Executive Director, AIDEA, Alaska Energy Authority

The presentation focused on meeting energy needs in Alaska. This included statewide energy planning, infrastructure owner, bulk fuel/rural power system upgrades, alternative energy and energy efficiency, power cost equalization, project financing, training, rail belt electrical grid authority, renewable energy fund and Alaska energy plan.

Tour of TVC Hutchison Center and Kornfeind Training Center

Board members toured Tanana Valley Campus Hutchison Center and Kornfeind Training Center.

October 28, 2008 – Business Meeting

Call to Order by Chair Andy Baker at 9:05 a.m.

Roll Call by Director Cashen

Members in Attendance

Scott Clark, (Lt. Governor's Designee)
Commissioner Bishop
David Stone, (DOLWD Designee)
Andy Baker, Chair
Todd Bergman, Public Education
Dave Rees, Private Sector
John Cannon, Professional w/Exp. Dev Disabilities
John MacKinnon, Private Sector
Paulette Schuerch, Native Organization
Mayfield Evans, Business and Industry
Tony Delia, Private Sector

Neil Foster, Vice Chair, Business and Industry (telephonic)
President Mark Hamilton, University of Alaska
Fred Villa, Pres. Hamilton's Designee
Cynthia Erickson, Private Sector
Jim Laiti, Organized Labor
MJ Longley, Native Organization
Chris Gregg, Organized labor
Sharlene Berg, Post Sec Ed/Voc/Ind
Kay Hoc, Linda Hulbert's designee, Private Sector
Mike Tucker, John Palmatier's designee, Organized Labor
Jim Lynch, Business/Industry
Betty Jo Dibble, Organized Labor
Doug Ward, Private Sector
Kathy Craft, DHHS Designee
Joe Austerman, DCED Designee

A quorum of 24 members was present

Members absent:

Larry LeDoux, Commissioner, Department of Education and Early Development;
William Hogan, Acting Commissioner, Department of Health and Social Services; Emil
Notti, Commissioner, Department of Commerce and Economic Development; Michael
Black, Designee, Department of Commerce and Economic Development

Staff in attendance: Executive Director Greg Cashen, Project Coordinator Louise Dean,
Project Coordinator Barbara Duval, Administrative Assistant Bejean Page

Guests and others in attendance

Susan Van Gorder, AK Job Corps
Paula Scavera, DOLWD
Mike Shiffer, DOLWD/DBP
Rosanne Hughes, Office of the Governor
Tom Nelson, DOLWD/ESD
Shell Ewing, Weld Air Alaska
Eldon Davidson, Savek
Deena Paramo, Mat-Su Borough School District
Shelly Wright, Southeast Conference
Jeff Hadland, DOLWD
Rick Rios, Anchorage School District
Krista Crum, Northern Industrial Training
Isabelle Tissier, University of Alaska
Kathy Privratsky
Victoria Foote, UAF-CRCD

Marsha Olson, DEED
Dean Westlake, Nana Regional Corp.
Jeff Selvey, NACTEC
Nikki Kreatschman, DOLWD
Guy Bell, DOLWD
Gerry Andrews, DOLWD

Agenda Approval

MOTION to approve the agenda by Doug Ward
Seconded by Jim Lynch
Vote taken,
MOTION passed

Next Meeting Date – February 23 - 24, 2009 (Juneau) Greg requested to change meeting to February 9th and 10th board approved meeting change.

The safety moment was presented by Fred Villa.

Public Testimony

Torrie Foot and Kathryn Dodge from the North Star Borough provided information about a seniors survey which was expanded to baby boomers. The baby boomers indicated they want to continue working and need help with developing skills for new careers. The report will be available to the public in the next few weeks.

Shelly Wright from Southeast Conference RAC gave an update on the region and their excitement about being involved in the regional advisory councils. She indicated employers would like to have training on the ALEXsys system.

Ray DePriest and Rick Rios – Thanked the board for their volunteerism. Rick Rios thanked Greg for his involvement and direction with the EWAC. Ray and Rick talked about the DOL and DEED working together.

Eldon Davidson represented VTEP as well as Saavik. Eldon reported VTEP has decided to take a look at itself and the direction it is going. Saavik is one of the most advanced classroom technology centers in the state and is preparing for distance education with streaming video and labs.

Jeff Slevey from NATEC – Talked about work skills and using Naknek house for adults.

Distinguished Guests- Gerry Isaac from Tanana Chiefs Conference.

Paulette Schuerch questioned why public testimony is so early. There was discussion about this. Fred Villa suggested tabling this and taking it up at an Exco meeting for formulating the agenda.

Activities Pertinent to AWIB

AWIB Chair - Andy Baker

Chair Baker reported there is nothing drastically new.

Greg Cashen, Executive Director

Greg indicated the executive director report is in the binder and is sent out to the AWIB bi monthly. The last report referred to somewhat of a new role for the AWIB with the step review. Linda Hulbert, Cynthia Erickson, Tony Delia, John Hakala participated in the first review. John McKinnon and Cynthia Erickson, and the commissioner participated in the second round review. Greg reported the AWIB is still recruiting for an education specialist. The education specialist will be responsible for implementing the vocational education training strategies in the AGIA training plan. The position is within the department of labor and he hopes to have position filled by the end of the year. Greg thanked the board staff for their help.

Action Items

STEP Task Force Report -

David Stone gave an overview of the step task force report. The task force will bring final statute changes to the AWIB at the February 2009 meeting. Larry McKinstry gave an historical overview of the statute changes process and reason for the change. The statute changes will clarify the role of the AWIB.

Paulette addressed concerns about the frustration for rural Alaska getting grants. David Stone indicated this was the first time AWIB members reviewed grant applications. Andy Baker explained this is a new process and should improve in the future. Tony Delia indicated he was surprised there were not a lot of applications. The new application process will be streamlined in regulations.

David Stone indicated the next step is to meet with the task force then come to the AWIB with the language to go to the Governor and the Legislature. Larry McKinstry thinks this will be done before the legislative session. The statute needs to be in place prior to starting on the regulations project. Larry pointed out that regulations can be adopted any time after the statute is in place. Doug Ward indicated the statutory changes are necessary because things have changed with the workforce. David Stone thinks the program will be much more flexible and easier to apply.

Resolutions

There are no resolutions for this board meeting.

Elections for Chair and Vice-Chair

Sharlene Berg gave the nominations committee report to the board. The two candidates for chair were Andy Baker and Jim Lynch. Paulette Schuerch asked the candidates to speak to the board. There was discussion about the election process. Board members who did not attend in person sent designees in accordance with the proposed by law changes in Article IX. This was challenged by Andy Baker. Andy Baker won the election with a 12 to 10 vote.

Reports to the AWIB

Briefings on Service Delivery Programs

Division of Business Partnerships - Mike Shiffer

Guy Bell gave the update for Mike Shiffer.

FY 09 Budget Update - Guy Bell

The department is currently in the draft phase of our 2010 budget. At this point it is a work in progress. Price of oil has dropped over the past couple of months. Much of what the state determines as discretionary spending depends of the price of oil. Budget will become a public document the second week in December.

Legislative Update - Paula Scavera

Paula gave an overview of the legislature and handed out a cd to the board members. This will be the first ninety day session for the legislators. The department has put proposals to governor's legislative office, still confidential because we don't know who will be the sponsor the proposals. In February Paula Scavera would like to meet with the board at the beginning of the meeting, to discuss the process for going to the hill to lobby. Commissioner Bishop suggested board members use their tools to get the AWIB mission accomplished. The 9th and the 16th of January are the pre file dates for bills.

One Stop Centers - Tom Nelson

Tom Nelson gave a report on the one stop centers. Effective January 1st, 2009 the actual unemployment benefit amount will be increased from \$248 to \$370, the minimum qualifying amount went up from \$1,000 to \$2,500. This is an insurance benefit not a wage increase. The benefit will not increase prior to January 2009.

Marcia Olsen Alaska Career Ready - Marcia Olson

Marcia Olsen gave an overview of her portion of the Alaska Career Ready presentation. Tom Nelson had to leave and will be updating the board at the February 2009 meeting.

Marcia indicated commissioner LeDoux would probably recommend to the State Board of Education to delay implementation of Work Keys to 2010. This will probably take place at the December 2008 state board meeting.

Division of Public Assistance - Ron Greer

Ron reported that public assistance recipients are an underutilized workforce. There is a high percentage of families with critical needs. The high price of food and fuel are creating problems but clients don't meet basic criteria. They expect a balloon in case load because with economic boons comes a lot of social strife such as substance abuse, domestic violence. They have to be prepared to meet demands and for the people who don't get jobs.

Division of Vocational Rehabilitation- Kathy Privratsky, Executive director ATLA -

Kathy reported assistive technology affects many employees. The next Assistive Technology Conference will be in Alaska August 5-7, 2009 at the Dena'ina Convention Center.

Activities Pertinent to Workforce Development

AGIA Training Strategic Plan -

Commissioner Bishop began his report by reiterating his message about apprenticeship and indicated apprenticeship is the vehicle to Alaska hire. There are two more new players at the table, Denali Pipeline and Trans Canada. Both companies are at the table committed to Alaska hire. Commissioner Bishop thanked both Denali and Trans Canada for their commitment to the Alaska workforce. Fred Esposito gave follow up to the strategic plan and Guy Bell provided an update on the budget.

Registered Apprenticeship - Gerry Andrews -

Gerry reported that "Think Apprenticeship" is the brand. He is looking at apprenticeship strategies along the lines of industries and occupations that have not only changed but have not been used. These industries include mining, transportation, oil and gas, health long term care, forestry, seafood, construction and other. He will be talking to UAF about their programs and apprenticeship opportunities.

Research and Analysis Report - Jeff Hadland

Jeff gave an overview of the history and methodology of the demonstration project for apprenticeship information.

Vocational Instructor of the Year Nominations

Greg gave an update on the criteria for the award. A committee will be appointed to select the recipients of the award.

MOTION by John Cannon to accept the criteria

Seconded by Dave Rees.

Vote taken

Motion carries.

A committee will be appointed to select the recipient of the award.

Paulette indicated we should have an orientation for new board members. There was an orientation for the new board members at the May board meeting and retreat in Seward. Barb Duval explained it was decided at the last meeting to have a mentor for new board members. Dave Rees volunteered to work with the new members.

Andy Baker thanked Greg and the AWIB staff for all the work and behind the scenes work. He also thanked Fred Villa for hosting us in the Board of Regents conference room at UAF.

Adjourn at 3:45.

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
AWIB Staff	Minutes from Board Meeting		<i>done</i>
WR/EP Committee	Training template		<i>In process</i>
Executive Committee	Annual Report	<i>February 2009</i>	<i>In process</i>
PP/AE	Regional Advisory Councils Article IX By Law Revisions	<i>February 2009 Board meeting</i>	<i>On going Done, going to Exco then board</i>
Youth Council	Strategic Priorities		<i>In process</i>