



**Alaska Workforce Investment Board  
Executive Committee  
Tuesday, November 13, 2007 - 10:00 a.m.  
Teleconference: 1-800-315-6338, code 2942  
Meeting Minutes (Draft)**

---

- **Call to Order** \_\_\_ Andy Baker, AWIB Chair; X David Stone, AWIB Vice Chair and E&P/WR Chair; X Neal Foster, P&P/A&E Chair and Legislative Chair; X Tim Scott, Youth Council Chair
- **Guests** Todd Bergman, Fred Esposito
- **Staff** Greg Cashen, Director, Louise Dean, Project Coordinator
- **Approval of Agenda**  
Motion to approve the agenda by Tim Scott  
Seconded by Neal Foster  
Motion passed
- **Approval of Minutes** - October 9<sup>th</sup> and October 21<sup>st</sup>  
Motion to approve the minutes of October 9 & Oct 21<sup>st</sup> by Neal Foster  
Seconded by Tim Scott  
Motion passed
- **Action Items**
  1. Action Items from October AWIB Meeting - Greg Cashen reported on the following items.
  2. 2008 AWIB Calendar and Committee Meetings - We followed the same format as before. Tim will send the Youth Council dates for 2008. February 15 is the due date for the annual report.
  3. Vocational Training Instructor of the Year Award Subcommittee  
Recommendations are needed from the Exco. Todd has information on other awards given to technical educators. He would like to add a second award to secondary educator. Todd would be willing to work on developing a second award. He will forward criteria to Greg. Both awards will be presented at the February meeting. It was determined the individual should be nominated and to base the award on the 06/07 school year. Perhaps a press release from the commissioner. Todd suggested since AWIB advocates that all training is tied to employment perhaps the individual should be nominated by the business and private sector. The members agreed that was a good idea. Todd will be working on this.

4. Alaska Technical Center Resolution – Discussed resolution from October Board meeting for Alaska Technical Center Resolution.  
Motion for purpose of discussion by Tim Scott,  
Seconded by; Neal Foster.  
Tim is motioning to approve with the clear understanding that this is in concept.  
Motion passed.

The Ex Co wanted to make sure resolutions in the future are handed out ahead of time so others can review.

5. Schedule Next AWIB Meeting in February - 6<sup>th</sup> and 7<sup>th</sup> in Juneau penciled in so far for the meeting. Committee is looking at changing to February 11<sup>th</sup> & 12<sup>th</sup>, 2008 to allow time for work with Legislature on legislation, including presentation of the Annual Report to Legislature required by February 15<sup>th</sup> by Statute.

- **Discussion Items**

1. Draft agenda for February AWIB Meeting February 11 & 12, 2008.  
The following items are to be on the agenda:

Legislative Update from Paula Scavera  
Update from Ad-hoc Committee for training plans  
Annual Report to Legislature due by Feb. 15<sup>th</sup>. Check with Paula on when it can be on calendar.  
AGIA Training Plan  
Vocational Instructor of the year Award  
Next AWIB meeting  
Strategic training plans update  
Industry panels; seafood, timber, added value manufacturers (Dave will help line up people)  
Work Ready/College Ready Update  
Service Delivery Programs  
Research & Analysis Presentation  
All committees  
Next meeting – August 2008- Tim suggested having the Exco recommend a time and place at the December meeting. The meeting could possibly be held at a training center such as AVTEC in Seward.

Discussed meeting with legislators, talking points, and relevant bills. Exco will meet to help give direction to legislative committee to determine talking points. Determine which programs to discuss and advocate. The main reason for having

the meeting in Juneau was to lobby for the AGIA training plan funding. Identify board members and match them up with legislators. After legislative committee meeting identify action for lobbying legislative.

2. AGIA Strategic Training Plan and Advocacy

Update from Fred Esposito - reviewed strategy 1.0. Four steering committee meetings scheduled for November and December. Small group discussed strategy 1.0, strategy 2.0 will be November, 29<sup>th</sup>, Strategy 3.0 on December 12<sup>th</sup>, and Strategy 4.0 on the December 19<sup>th</sup>. The committee is not revisiting the strategies, but trying to provide detail of the strategies. In general, they will be seeking funds to provide a professional level person and support person in developing state skill standards and linking regional training centers for accreditation. Looking at the AVTEC standards as the umbrella for industry validated skill standards. There will be a request for a small amount of funding to deliver services. There is also work to link one or more of the regional training centers together to determine programs are they offering, funding needs and requests for the DOL funding request from the Governor.

Tim reported there was not a quorum for the last steering committee meeting. He met with Greg and they looked at strategy 1.0 which raised a lot of serious questions on the work that still needs to be done i.e. regulatory barriers. Need to have competing interests in the plan and a common language. Tim would like to meet to go over Strategies 2.0, 3.0 and 4.0 prior to steering committee meeting on Dec 19<sup>th</sup>, and is looking at mid December for face to face all day meeting. Greg and Tim will come up with a date

The Ex Co agreed to modify resolution 07-06 to indicate "AGIA Training Strategic Planning Document" instead of "job training plan" as this was the document reviewed and approved by the AWIB.

Greg will modify resolution for AGIA to reflect this change in the final document.

3. Legislative Committee Priorities

HB226, SB124, Tim indicated we need to determine what capacity we have to pull off what we want to do and look at reality of control and statutory language. Fred explained that TVEP funds are used as general funds. Program results are from general funds and TVEP.

Officers - Dave mentioned the desire to expand who can hold office.

We need a blueprint for discussion on what we are going to do when we go to legislature, determine which legislation we might be interested in. What do we advocate for as a board? We need to establish priorities.

Tim suggested having Paula Scavera give a legislative update at the board meetings.

4. Ad Hoc Committee for Training Plan Template

These task force reports have been forwarded to the Workforce readiness committee. It was decided the committee should have draft plans for the February board meeting. The model will be the construction training plan.

- **Reports**

1. Director – Greg Cashen
2. Chair – Andy Baker
3. Committees – David Stone, Neal Foster, Tim Scott

David Stone - Workforce Readiness/ Employment & Placement Committee The committee hasn't met since board meeting.

Tim Scott - Youth Council – The next meeting is November 15<sup>th</sup> to go over information from Andre. They will plan a face to face meeting to work on strategic plan. In terms of work keys the committee work has impacted DOE FAQ's. Twenty six different questions have been answered on the web site.

Neal Foster, Legislative committee is meeting on the 19<sup>th</sup>, Policy & Planning/ Assessment & Evaluation on the 29<sup>th</sup>. Will need to move to the 28<sup>th</sup> Priority industries were started on last year for a while was working with Brynn and never did update our list of priority industries. Neal would like this included on the P&P/ A&E meeting agenda. Neal discussed traveling to regions. He expressed concern about follow up on reports, tracking mechanism.

- **Other Items:**

- **Adjournment:** Adjourned at 12:24

- **Next meeting:** The next Ex Co meeting is scheduled for December 11<sup>th</sup>



**Action Tracker**

WHO	WHAT	DUE BY	STATUS
Karen Rogina, Dick Cattanach, Doug Ward, John Palmatier	Ad Hoc Training Plan Template	<i>FEB</i> <i>AWIB</i>	
Exco	Vocational Instructor of the Year Award	<i>FEB</i> <i>AWIB</i>	
Exco	Finalize February date for next AWIB meeting and start agenda		
Exco	Legislative Strategy		
Exco	AWIB 2008 Calendar		