



Alaska Workforce Investment Board
Executive Committee
Tuesday, December 14, 2010 - 1:30 p.m.
Teleconference: 1-888-354-0094, Conference ID#9694688
Meeting Minutes

- **Call to Order** Jim Lynch, AWIB Chair; Michelle Zenger, AWIB Vice Chair; Doug Ward, WR/EP Chair; Jim Laiti, PP Chair; Dave Rees, AE Chair; Linda Hulbert, Legislative Chair; Chris Gregg, Youth Council Chair

Staff: Greg Cashen, Executive Director; Louise Dean, Program Coordinator

Guests: Fred Villa, AWIB member; Kathy Craft, AWIB member

- **Approval of Agenda**

MOTION to approve agenda by Chris Greg

Seconded by Michelle Zenger

Discussion - Fred Villa would like to add orientation package under discussion items

Agenda accepted as amended

Vote taken

MOTION carries

- **Approval of Minutes** - November 9th Ex Co and October 25th and 26th AWIB

MOTION to approve November 9th minutes with corrections by Chris Greg

Seconded by Michelle Zenger

Vote taken

MOTION carries

- **Action Items**

1. None at this time.

- **Discussion Items**

1. February 22nd and 23rd, 2011 Draft Agenda.

2. RAC Letters and Outreach Plan. - Director Cashen discussed the letters to Bethel and Kodiak. The board decided to table the discussion until the February board meeting. Greg and Jeff Selvey met with the workforce readiness committee. They will need to work on an outreach plan to include travel to each region. Greg and Jeff need direction from the Ex Co and will work with Doug Ward on the outreach plan. Chair Lynch would like the letter to the RACs changed.

MOTION by Jim Laiti to approve working on an outreach plan

Seconded by Michelle Zenger

Vote taken

MOTION carries

3. Dashboard Request – Director Cashen reported the dashboard has been requested by the board for quite some time. Guy Bell indicated this is also a request from the Alaska legislature. Greg indicated he should have it by the February board meeting.
4. Orientation – Fred Villa reported he met with Dave Rees. They have several power point presentations and the information that exists is pretty solid. Fred will be taking all the presentations and consolidate into one presentation. He will then give to Beth Leschper and make an online presentation available 24/7. He hopes to have something for the Ex Co to review in January.

- **Reports**

1. Executive Director – Greg Cashen
Will work on revising agenda and preparation is underway for the February board meeting.
2. Chair – Jim Lynch
3. Committees – Committee Chairs
WREP – Doug Ward indicated he has asked staff to look at best practices for states with RACs.
Youth Council – Chris Greg indicated they are soliciting for two members to evaluate youth programs. They are also recruiting more participants to fulfill WIA requirements. Barb Duval is working on a web site for the youth council.

- **Other Items:**

Fred Villa discussed the cost of printing the CTE plan books. Due to the cost they will use a CD instead of printing at \$6.00 per book.

- **Adjournment:** Next Ex Co Meeting January 11, 2011
MOTION to adjourn by Chris Greg
Seconded by Jim Laiti
MOTION carries, meeting adjourned at 2:47 p.m.

Prepared by Louise Dean