



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board
Workforce Readiness and Employment and Placement Committee
Thursday, August 6, 2009 at 3:00 pm
1016 W. 6th Ave. Suite 304
Minutes (Final)**

Roll Call:

Board Members:

Doug Ward, Chair; Sharlene Berg; John Cannon; Kathy Craft;
 Joey Merrick; Marcia Olson; Michelle Zenger

Recurring Guests:

Bob Cress, CEF Training Director; Eldon Davidson, SAVEC; James Harvey,
Asst Director ESD/DOLWD; Richard Carlson, Superintendent, Klawock School
District

Guests:

Tom Nelson, Director ESD/DOLWD; Dave Rees, AWIB Board Member; Diane Maples,
AK Tech Prep

Staff:

Barb Duval, Program Coordinator; Greg Cashen, Executive Director; Louise Dean,
Program Coordinator; Jeff Selvey, Education Specialist

Barb Duval took roll and a quorum was present. The meeting was called to order at 3:07
p.m.

Chair Ward had to step out for a few minutes, turned meeting over to John Cannon.

Approval of Agenda

The agenda was modified to add Jim Lynch, AWIB Chair for the purpose of discussing
health care industry group work.

Approval of Minutes

July 1, 2009

MOTION to approve minutes by Marcia Olsen

SECONDED by Cathy Kraft

VOTE taken

MOTION carries.



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Action Items

1. Work keys – RAC’s to disseminate

Doug would like a motion under action items to direct AWIB staff to transmit the informational items that were provided by Marcia Olson and James Harvey for employers on how to use work keys. This should be accompanied by a cover memo.

MOTION to approve minutes by Sharlene Berg

SECONDED by Cathy Kraft

VOTE taken

MOTION carries

Discussion Items

1. Healthcare Workforce Development Plan – Jim Lynch

Jim Lynch updated the WREP committee on progress and action plan related to statewide Healthcare Workforce Development Plan. Jim stated three AWIB members involved are himself, Kathy Craft and Fred Villa. He pointed out to Greg and Doug this has been on the radar. This plan is not being created by AWIB. Rather group was formed from industry and education to come up with a strategic plan which will in turn be submitted to AWIB for comment once done. The objective is to model after PARW, and then build additional detail. The short term goal is to have the strategic plan ready in early September to distribute to several venues, behavioral health, and ASHNHA. Advocate this strategic plan to key constituencies and how the plan pertains to their membership. The WREP committee may have good feedback for the industry panel to improve on the plan. Jim will type up notes from his last panel meeting. He will send to Barb and Greg to share with anyone who is interested. The group will meet again on Monday, August 10th. The Training Plan Template WREP did seems to be designed for someone with a project who needs something i.e. funding. The plan Jim is working on is a plan to bring to the board to review, give feedback, and ultimately adopt, but would not be asking for funding. Dave Rees indicated the Training Plan Template put together for the industry is based on the Blueprint. The individuals working on strategic plan are likely partners who would have ownership of the plan.

The training plan template tool came before the industry strategic plan. Jim has been encouraging participants to make progress with the plan. Health care is on the top of priorities but wants to expand to and organized plan. The DOL plan is heavy on certain



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industries but light on health. Will be putting an equal emphasis on the health care industry when rewriting the two year plan.

Doug asked Jim and Kathy when working on the strategic plan to please keep in mind the template is designed to provide a common format for industry sectors seeking AKOL/WD through AWIB. Is the Health Plan group considering bringing their own strategic plan to AWIB then use the templates for futures request? If an industry comes to the committee with a strategic plan that is adequate the committee can forward it on to Exco. Jim is open to advice for what is the most logical and efficient way for industry to bring something to the table. Jim will send the committee members an early draft so they can see the direction they are going. Dave will send the Training Plan Template to Kitty Farnham because she is very versed on the blueprint which the template is based.

2. Tech Prep - Diane Maples - AK Tech Prep Consortium & Sally Spieker

Diane Maples gave an overview of the Alaska Tech Prep Consortium which has been in operation for five years. She talked about Alaska Tech Prep and shared the expanded vision of a model that supports a comprehensive system for preparing youth for the workforce in Alaska.

Alaska Tech Prep is a model that links high school students' technical and academic preparation to post secondary preparation in a non-duplicative, sequential course of study. This program includes 2 years of high school education that ultimately leads students to an industry-recognized credential (i.e. occupation endorsement, certificate or degree) utilizing post secondary education (including career/technical schools, community colleges, and 4-year colleges) or apprenticeship programs that leads to placement in high skill or high wage employment. The post-high school portion of a tech-prep program could include a combination of both post secondary education and work-based learning.

Alaska Tech Prep offers students early connection to a career pathway with multiple entrance and exit points; a head start on postsecondary education, training and apprenticeship opportunities with less duplication of coursework and efforts; and, cost savings by only having to pay \$25/credit for post secondary education and training.

RECAP: Alaska Tech Prep is more than dual credit model. It is a model that is part of a seamless K-14 education system that focuses on partnerships within Alaska (i.e. Department of Early Education & Development, School districts, UA, Business & industry, Dept. of Labor & Workforce Development), promotes a seamless program of



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study, and connects students to career pathway early, preparing students for the workforce in less time, with less money, and with greater retention, rigor and connection.

3. Alaska Education Plan – Career & Technical Education

Marcia Olson informed the committee the commissioners will be meeting to discuss the plan. Doug indicated this topic will be carried forward to the next month meeting agenda.

4. Update the definition of Employment Placement (AS 23.15 570) - Tom Nelson

Tom referred to the May AWIB meeting when the committee was considering breaking up into two separate committees and the discussion about the statute. The comments at that meeting actually referenced statute when 'employment and placement' was a term in performance measures which at the time was the state unified plan. He feels the WREP committee is on target with the bylaws and statutes regarding committee definitions.

5. One Stop Best Practices – Fairbanks Recertification document

Doug indicated the Fairbanks Recertification document was attached for informational purposes. Tom Nelson will submit a recertification request to the board for the Kenai Job Center. He requests two board members to participate preferably. Staff will forward this information to Greg, so Chair Lynch can determine which board members will participate in the recertification process.

6. AWIB Resolution Process

Where are we on these? These documents were sent to Policy and Planning on June 5th. They will be reviewed at the next meeting in September.

Other Items

Doug may have a conflict for the next meeting prefer to move September meeting to the third or 4th week in September.

Doug had to leave the meeting so he asked John Cannon to finish for him. John asked for possible dates for the third and fourth weeks of September. The consensus was Wednesday, September 23rd at 3:00pm.

Guest Interaction



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Adjournment

MOTION to adjourn by Sharlene Berg

SECONDED by Kathy Kraft

VOTE taken

MOTION carries. Meeting adjourned at 4:07 p.m.

Next meeting will be Wednesday, September 23rd at 3:00pm.

ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
Staff	Meeting Minutes		done
Greg Cashen	Follow up on Tom Nelson request for Kenai recertification.		No word yet
Louise	Forward Work Keys information to RACs for dissemination in their regions	8/12/09	Done
Policy Planning	Training Plan Template	Discussion at next meeting	Done
Policy Planning	Resolution process	Discussion at next meeting	In process reviewing