



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board
Alaska Department of Labor & Workforce Development
Youth Council
Wednesday, December 1, 2010 at 10:00am
Minutes**

• **Roll Call:**

<u>X</u> Chris Gregg, Chair	<u>X</u> Mike Woods, Vice-Chair	<u> </u> Cynthia Erickson
<u>X</u> Heidi Frost	<u>X</u> Noelle Hardt	<u>X</u> Barbara Hunt
<u>X</u> Barbara Henjum	<u>X</u> Melissa Hill	<u> </u> Andre Layral
<u> </u> Taber Rehbaum	<u>X</u> Ruth Schoenleben	

- Ex-officio: Diedre Bailey

Staff in Attendance:

Barbara Duval, Program Coordinator, DOLWD/AWIB

Guests in Attendance:

Shelley Berry, College/Career Readiness Teacher Expert, Anchorage School District
Carol Schumacher, Program Coordinator, DOLWD/DBP

Approval of Agenda

MOTION to approve by Ruth Schoenleben
Seconded by Mike Woods
Vote taken
MOTION carries

Approval of Minutes for September 1, 2010

MOTION to approve by Heidi Frost
Seconded by Mike Woods
Vote taken
MOTION carries

Action Items

1. None

Discussion Items

1. *Volunteers needed for review youth programs and grants.*

Chair Gregg advised the Youth Council that Mike Shiffer with Division of Business Partnerships is looking for three volunteers to:

- 1) Participate in the development of the annual report for youth programs. DBP wants this to go to the YC for involvement prior to the Assessment and Evaluation Committee's review.
- 2) Participate in the development of the WIA Plan dedicated to youth services.
- 3) Participate in the coordination of youth services statewide. How to coordinate the programs and establish structured linkages.



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Volunteers for #1 were Heidi Frost, Melissa Hill, and Chris Gregg; #2 Melissa Hill, Barbara Hunt, and Ruth Schoenleben (providing it's not a conflict of interest); and, #3 Mike Woods and Ruth Schoenleben (if conflict to #2). Before the YC members commit themselves they want to know:

1. How much time will be involved in each category?
2. What is the time frame for each category?
3. Is it the same three individuals for all three categories or is each category to be considered independent of the other?
4. What are the duties required for each category?

Mike Shiffer is not available to answers questions today as he is out sick. The Council asked Barbara to complete a list of questions for Mike and asked that a separate teleconference be scheduled for those interested in participating.

2. Membership

Chair Gregg discussed membership and the need to fill vacant seats. The documents were reviewed and discussed. Melissa Hill volunteered to research names for 'd. representatives from Chambers of commerce and/or local economic development agencies' and Ruth Schoenleben volunteered to locate a youth for 'g. youth, including in-school and out-of school youth and high school dropouts, as well as youth with disabilities'. Barbara was asked to research whether 'g' required the individual to be a WIA recipient and what the age range requirement is.

MOTION was made by Chair Gregg to have Barbara contact Carol Gore, Executive Director, Cook Inlet Housing Authority, for seat 'i. representatives of local public housing authorities', Beth Nordlund with Anchorage Parks Foundation for seat 'j. other organizations and representatives deemed appropriate by the Youth Council', and Amanda Metivier, Coordinator, Facing Foster Care in Alaska, for 'm. parents of eligible youth seeking assistance under this subtitle (parent of WIA recipient, present WIA recipient, past WIA recipient) to solicit involvement on the Youth Council.

MOTION seconded by Melissa Hill.

DISCUSSION was to give Barbara YC permission to act as the 'point of contact' for outreach purposes.

Vote taken

MOTION carries

3. Website Resources/Links

Barbara presented the 'Youth Council Website Links' document. These links were broken down by category. She asked the YC members to review and comment. Any additional resources, links, etc. members would like to see on the YC website should be emailed to her.

WIA Updates

1. Mike Shiffer – Division of Business Partnerships

No WIA update as Mike and Diedre are both out of the office.

Next meeting: Wednesday, January 5th, 2011 at 10:00am

Adjournment:

MOTION to adjourn made by Ruth Schoenleben, seconded by Mike Woods.



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ACTION TRACKER

WHO	WHAT	DUE BY	STATUS
Barbara	Contact Mike Shiffer/DBP with list of questions regarding volunteer activities	12/2/10	12/2/10
Barbara	Determine whether 'g. youth' seat must be WIA recipient and what the age range is	12/2/10	12/2/10
Barbara	Contact Carol Gore for membership	1/5/11	
Barbara	Contact Beth Nordlund for membership	1/5/11	
Barbara	Contact Amanda Metivier for membership	1/5/11	
Members	Send Barbara email with resources/links for YC website		