

# AGIA Training Plan i-Team Meeting

## August 22, 2007

### Minutes

Present: Fred Esposito Commissioner Bishop  
Greg Cashen Mike Shiffer  
Brynn Keith Tom Nelson

Absent: Corine Geldhof Mary Lou Madden  
Guy Bell

The meeting convened at 10:30am.

Commissioner Bishop reported that Dave Rees from BP will be joining the Steering Committee and Conoco Phillips will also be providing a representative.

Minutes from previous meetings are posted on the AGIA Resources webpage.

Greg Cashen and Commissioner Bishop were at the last Steering Committee meeting. Commissioner Bishop plans to be at every i-Team and Steering Committee meeting until this process is complete. The Steering Committee worked on the format of the plan and it was distributed to the i-Team for their input. Brynn noted a minor change needed on the template. R&A is responsible for the economic overview piece but not the other pieces listed. Fred directed Brynn to send that change to Mary Lou.

The Steering Committee has scheduled additional days of meetings in September to get more accomplished. The meetings are scheduled for September 5 & 6 and 17 & 18. Tom inquired about ESD's role in the training plan outline. Fred explained that the input and information that ESD will provide will show up in a number of places and will show how ESD is integrated.

The group agreed they liked the template so far. Fred Esposito directed the group to bring their pieces of the outline to the Steering Committee as they have it available.

The group discussed the role of the Steering Committee. They are the best of the best from all facets including private sector, apprenticeship, State, and training providers. The Steering Committee will be on hold for a while after the initial plan is done, and brought back next year to make sure everything is on track and working. There will be good validity because of who is involved, and the Steering Committee will also be a powerful group of advocates.

The next i-Team meeting is September 12. There will be a group from the US Department of Labor visiting in mid September so Corine Geldhof, Mike Shiffer and Tom Nelson will not be available in person for the next meeting. They may be available by phone though. The i-Team meeting on October 24 will be in Fairbanks.

Fred Esposito and Michelle Unrein have updated the list of contacts for the Rural Training Centers and are now calling to make requests to visit each training center. Fred Esposito, Guy Bell, and Commissioner Bishop worked together to write a letter to send out to each of the Rural Training Center's. Commissioner Bishop indicated that the letter is on hold for now, but agreed that i-Team members do need to go out to the training centers for face to face meetings to get their support.

It would be a good idea to connect with and involve the AWIB members in Nome and Kotzebue when traveling to the Rural Training Centers.

The group agreed that training capacity data still needs to be collected from the training providers. It was discussed that Job Corps and the Military Youth academy should be contacted and included in this process also.

Brynn Keith reported that she made a presentation at the last Steering Committee meeting and they reacted strongly to her presentation on forecasting and thought it was important to know the current situation. R&A will be switching the focus a bit because there are no hard numbers yet to base a forecast on. The work R&A will do through December this year is largely relying on existing data because there is not much time. The work will consist of combining and collecting current data that helps define the gap. There are two products Brynn envisions. The first is an occupational matrix which ranks occupations by training priorities. The last time R&A did that was three years ago. A draft will be presented to the Steering Committee at the September 18 meeting. The second product will be a supply and demand analysis that will group occupations and training programs together and array the demand and the supply components. It will show the supply and demand by occupational cluster.

Tom Nelson is preparing for a 30 minute presentation for the Steering Committee on the afternoon of September 6. Tom will be updating the slide presentation he gave to the i-Team. New information included in the presentation will be what ESD is asking for in the 09 budget. ESD is asking for another piece to add to the 325K that HB177 provided for additional resources needed for skills inventory and continuing the upgrade of ALEXsys to capture credentialing and licensing information. This is the number one priority for ESD staff. ESD will be traveling to Marshall, St. Mary's, and Aleknagik in September to do a skills inventory. There is a written charter between ESD and Data Processing for finishing up the upgrades allowed with the funds from HB177. That work has begun. Tom will be able to report on that at later meetings.

Greg Cashen reported that he is keeping the Ex Co and Ad Hoc Committee informed. The AWIB members have been referred to the AGIA resources website. Greg will ask Andy Baker if he wants to attend the next Steering Committee meeting on September 5 & 6 and will forward the draft template to the Ad Hoc Committee.

The group broke for lunch at 11:45 and reconvened at 12:45.

Mike Shiffer reported that there are three areas he is looking at – how much money is being used for training, which funding sources are being using, and how many people are being trained for construction positions. Mike had hoped that by now he would have a rewrite in terms of the plan and how it would be rolled out over the next two years. The original grant agreement with the US Department of Labor will be amended. In two weeks Mike should have a description of what those changes will be. For the next Steering Committee meeting Mike will have numbers, an outline that describes the pipeline plan, and a summary of youth initiatives focused on the construction industry.

The group discussed the following issues:

- Voc Rehab on i-Team: The group discussed inviting Cheryl Walsh, the new director of DVR to join the i-Team. The question presented was whether to have involvement from DVR directly or to get the information through ESD. It was agreed that Cheryl would be a great addition to the team and Fred will contact her.

- **Clearinghouse:** The idea is that there would be one single source for training program information. As part of the plan a simple clearinghouse should be developed. R&A has a lot of this training information available. Fred Esposito sent out a link to the Virginia State Department of Education website where training info based on the certification or licensure can be accessed. The website used should be an easy address and marketed. Alaskatraining.org was previously suggested as a possible address for the clearinghouse but it is already taken. Diane Barrans with ACPE is looking at the same type of thing. The consensus was that most of the info is out there it just isn't put together in one place that is easily accessible and easy to use. Fred proposed the group continue to think about this and come up with a simple start that can later be expanded on. Brynn suggested working on it the second half of the fiscal year. Fred will invite Diane Barrans to the next i-Team meeting.
- **Marketing:** The AGIA training plan should have something in it about marketing postsecondary schools. If a better system is going to be built, it will need to be marketed. The career guides and job centers would be a big part of that.
- **Training ID Card:** The group discussed a training ID card that could be issued to a person who has been through a recognized training program as a way to market training to employers. It would tell the employers that someone carrying this training ID card has been through the training program and meets a certain set of standards. The ID cards would not replace certificates. Tom Nelson suggested that if it met the federal requirements for workplace readiness, it could replace certificates. Statewide certificates could be issued and that would lend itself to the statewide approach. Fred agreed that would make sense if a statewide system was created. This issue needs to stay on the agenda to be discussed more.
- **Org Chart:** The training plan will include a section recognizing everyone's involvement. This will consist of a page or two that describes the process and lists everyone involved.
- **Definitions and Glossary:** Whether or not to include a glossary in the training plan was discussed. This agenda item came from trying to define legacy jobs and induced jobs. The group agreed that defining within the plan with footnotes or explaining acronyms would be the best option. This will be kept on the agenda to go back to as the plan is developed.