

Alaska Human Resource Investment Council  
Meeting of the Council  
February 20-21, 2002  
Juneau Alaska

Draft Minutes

The meeting convened at 8:00 a.m. Roll call was taken and a quorum was present. The agenda was approved. The minutes from the October 4-5, 2001 meeting were accepted. Sharon Olsen, the newest AHRIC member, was introduced.

Lt. Governor Fran Ulmer welcomed the council.

The Chair gave her report. She requested that resolutions be included within the committee reports section of the binder at the next meeting. She asked the council what they would like to see accomplished in 2002. She said that she views the strategic plan as a legacy.

Mr. Sanders delivered his report. It was distributed by e-mail and in printed form prior to the meeting. He discussed the AHRIC/STEP legislation; STEP 02 grant winners; dashboard indicators reflecting council accomplishments; and the Balance of State Workforce Investment Board's (BOSWIB) rural workforce conference.

**Committee Reports**

*Policy & Planning:* Chair Hulbert discussed the committee's work. She reported on nominations of officers and said Alice Galvin had been nominated as Chair and Linda Hulbert as Vice Chair. Nominations will be accepted until 30 days before the next council meeting, when an election will be held.

Ms. Hulbert asked Mike Gutierrez to discuss WIA 5-Year Plan Amendment. His research indicates that we can amend the plan at any time; we must go through the same process we did when we wrote the plan; there are two types of modifications – major and minor.

Linda Hulbert made a MOTION to accept Resolution 02-01 to define the WIA Plan amendment process. Pete Galle seconded the MOTION and it passed unanimously.

The council decided to table Resolution 02-02, concerning the amendment of AHRIC Bylaws, until legislative changes occur.

The Policy & Planning Committee outlined five deliverables it wants accomplished: Publish short biographies of each council member on the AHRIC website; develop an annual schedule; update the council brochure to use as a marketing tool; develop a plan for repositioning AHRIC and recommendations; develop a virtual tour of the workforce system on AHRIC's website, including career pathways, voc-tech prep, etc. – a map with pictures, charts, graphs, players. The deadline for these recommendations is by the next meeting.

Ms. Galvin requested that deliverables are recorded and color-coded for each meeting.

Assessment & Evaluation Committee: Chair Tim Sunday discussed Resolution 02-03 to amend the statute that limits who can serve as AHRIC officers. Right now, only 4 members are designated Business & Industry representatives, and that is too limiting. The council tabled the resolution until they could clarify the problem.

Ms. Gamez delivered a report on the AHRIC/STEP legislation. Mr. Sunday made a MOTION to accept Resolution 02-04 to endorse the legislation. Pete Galle seconded the MOTION, which passed unanimously.

Mr. Sunday asked the council to consider Resolution 02-05, to approve the annual report to the Legislature on the evaluation of workforce programs. The council discussed the absence of new recommendations in the executive summary. It was pointed out that the report summarized recommendations from last year and highlighted what changes resulted from those recommendations. There was also concern that the report is due to the Legislature before the council has a chance to formally approve it.

Mr. Sunday made a MOTION to accept 02-05. Pete Galle seconded the MOTION. MOTION passed with unanimous consent.

Mr. Sunday presented an update on the National Skills Standards issue. His committee recommends that the outcomes of training and education programs should result in:

- the attainment of a nationally recognized, industry-based skill standard or occupational certification;
- the successful completion of a federally approved apprenticeship program;
- the attainment of a university degree.

The committee believes that AHRIC's efforts should be directed toward implementation of skills standards sooner rather than later.

Mr. Sunday discussed another committee assignment, to develop a staff/council performance appraisal tool.

Mr. Sunday discussed completion rates and said the benchmark is not set, but they're moving ahead on it. His committee will reshape recommendations for the annual evaluation report. He will have skills standards recommendations firmly in place by the fall meeting.

*Employment & Placement Committee:* John Mayer delivered a report on AHRIC activities aimed at improving and strengthening Carl Perkins' funded for post-secondary vocational-technical programs. 85% of this funding stream goes to secondary schools, and 15% goes to post-secondary schools. He discussed activities at 4 programs: Sitka campus; Tanana Valley campus; Kachemak Bay campus and AVTEC. Each of the programs is focusing on careers in their local regions, and working cooperatively with the local Workforce Investment Boards.

*Workforce Readiness Committee:* The council discussed guidance on developing regional training center policy. Mr. McLain of EED said that the Department is concerned that if the RTC draws kids from small village schools, those schools might lose enough students to force the village school to close. The department favors short-term training schools, like Chugach School District's Anchorage House. Mr. Esposito said the council needs to clarify what they mean when they talk about RTC – boarding schools vs. short-term training. Sharon Olsen said that many regions have tribal colleges (funded by Denali Commission) and WIA dictates year-round youth programs. She hasn't seen any mention of them. Where do they fit?

Ms. Forrester said we should look at systemically coordinating the system. She sees a duplication of effort and asked how we can build a compatible infrastructure. Mr. Esposito stated that we need to shore up existing programs. Ms. Ward said that we made difficult decisions at earlier meetings and we should look at earlier decisions; bring in tribal colleges and get update on solicitations. Mr. Sanders said that there is a committee working on this, and that the Blueprint serves as the guiding document. Tribal colleges didn't respond to the RFP. Ms. Henderson said we should consider the impact on high schools - there is a real fine line between vocational schools and boarding schools.

Ms. Menzi suggested we recommend that Stevens fund the Clearinghouse as systemic support for RTC. Mr. Sanders summed up the council's suggestions: include tribal colleges; strengthen existing systems rather than build new ones; the clearinghouse is our priority. He suggested a ½ day work session to familiarize us with the existing facilities, including tribal colleges. Ms. Stallone said she'd like to hear 5-10-20 year plans and measurable standards and outcomes. Ms. Hulbert said it is time to hear from Job Corps.

Ms. Galvin said that our next industry focus should be vocational education. Ms. Hulbert concurred, saying it's a piece that we're not informed about

## Partner Reports

Anchorage/Mat-Su Workforce Investment Board: Pete Galle reported that the LWIB had several accomplishments:

- Completed the occupancy of the comprehensive Muldoon One-Stop. Workforce Development Division (WDD) staff are also out-stationed at Gambell, 8<sup>th</sup> & Cordova, 33<sup>rd</sup> and Eagle and Eagle River (on a transient basis).
- Finalizing the cost allocation/resource sharing agreement for Muldoon.
- WDD contracted with Rochelle Daniels to develop WIA administrative policies. These policies will be used for a day-to-day administration of the local program.
- The program adopted a local Eligible Training Provider processing policy. The policy requires that all providers apply to the postsecondary commission for authorization to operate r a waiver from that requirement prior to requesting certification by the local board.
- Opened a dislocated worker transition center at 8<sup>th</sup> and Cordova. Partners in the effort include BP, Employment Services and Rapid Response.
- The One-Stop Training Academy graduated its fifth class in January.
- The board endorsed the efforts of the Workforce Development Division manager to increase staffing in order to handle the increased demand for services.
- The new consortium agreement between the Mayor Anchorage & the Mayor of the Matanuska-Susitna Borough is in the final stages of approval. The agreement will allow the Mat-Su Borough to play a larger role in the delivery of WIA programs.
- All 4 members of the LWIB executive committee will attend the National Association of Workforce Boards annual meeting in Washington, DC in March 2002.

Balance of State Local Workforce Investment Board: Jim Wakefield and Deborah Craig reported on the BOSWIB's recent activities. They discussed their FY 2002 schedule of meetings; reviewed accomplishments at their November and January meetings. Recommendations and information items included:

- They propose an amendment to the Eligible Training Provider List policy. They would like to see those disqualified due to missing specific performance issues targets on employment and wage data shall have the option to request a probationary period of up to one year in which they may resolve the performance issues that resulted in disqualification.
- They believe that outcomes of the Process Review should:
  - Clarify the employer experience, noting barriers and best practices;
  - Recommend process improvements based on employer feedback;
  - Define an implementation plan for recommendation.
- They will submit a proposal for a Capacity Building Grant from the AWIO to conduct employer summits with each Local Advisory Council (LAC).
- Recommendations for the AHRIC-proposed Clearinghouse:

- Web-based and easy to use;
- An alternative distribution method for rural Alaska is needed;
- Clearinghouse should contain employment & training information including funding sources; an adult and youth component; regional information; eligible training provider list; training provider and program performance information; labor market information.
- Customers: employers, job seekers, workforce development partners, policymakers, and legislators.
- AHRIC should set policy and AWIO or contractor should maintain program.

Alaska Native Coalition on Employment & Training: Sharon Olsen reported on ANCET activities. ANCET signed a Memorandum of Agreement with participating organizations to meet once a year. They met in November, developed four committees and addressed tasks and issues. Their 2<sup>nd</sup> year contract with Denali Commission allowed them to hire office staff. Ms. Olsen recommended Dr. Connell, University of Arizona, as a potential speaker on Indian Country issues. She announced the National Indian and Native American Employment & Training Conference in Anchorage 4/28-5/2, 2003. She said ANCET faces several barriers. Their rural provider conference is difficult to nail down. They need waivers from DOL. They talked about the ways the state could subcontract to deliver WIA services. There aren't many Native grantees because there is no indirect allowance. Two applications are necessary if subcontracting – duplicate reporting is a hindrance. There are also two sets of performance standards because there are two pots of money for the same services. She asked that AHRIC staff work with ANCET to achieve waivers; asked AHRIC to assist ANCET to coordinate rural conference and asked that AHRIC and WBS actively participate in the 2003 conference. Mr. Shiffer is working with Donna Scott on funding issues of the rural conference.

Workforce Investment Office: Mike Shiffer discussed the WIA marketing tool and he gave council members a CD-ROM – an 11 minute video. There are three available for the employer, employee and an overview of the system.

Employment Security Division: Ron Hull distributed a handout and discussed the Employment Security Division. They've made an impact on Alaska's workforce with their Job Bank and Employment Centers; they've done a good job expending and accounting for WIA money.

Industry Skills Coalition: Ann Spohnholz discussed the coalition, a proposed multi-sector partnership of existing consortiums (APICC, ASHNA, Alaska Works, AGC, AHTBC). They believe they can feed into and support the AHRIC, network on similar projects, and lobby Congress & the Legislature for changes beneficial to the coalition. They plan to meet in conjunction with AHRIC meetings.

Alaska Job Center Network: Jay Caputo, coordinator of the Alaska Job Center Network, discussed statewide progress of job centers. They're working on three projects: job center orientation; common intake, and sharing best practices with a collaborative website.

### **Other Action Items**

A MOTION was made to approve resolution 02-09, to invite the chairs of the two local workforce investment boards to sit as nonvoting members of the AHRIC. The council amended the resolution, removing the section asking the legislature to amend HB 353 and SB 252 to reflect that change. The MOTION passed unanimously.

A MOTION was made to accept resolution 02-06, regarding adoption of the priority list required for the vocational and technical education program. MOTION was seconded and passed unanimously.

The council decided to table resolution 02-07 regarding a report on the development of a "clearinghouse."

### **Youth Opportunity Grants**

MJ Longley of Cook Inlet Tribal Council spoke on the history and current status of the Youth Opportunity Grant program, its success in Alaska (the funding supports programs in 45 villages) and the linkages to AHRIC goals. Eddie Brakes director of a YOG-funded program in Angoon, gave a presentation on that program. The community center provides Angoon's youth with homework assistance, counseling, career and job training information, GED instruction for out-of-school youth and a creative incentive program to keep youth on track with their education and future job opportunities. The council agreed that the chair should write letters of support for continued funding of YOG to our congressional delegates.

### **Comments**

Mr. Sunday requested that the next meeting encompass two full days so we can accomplish all of our objectives.

Ed McLain, Deputy Commission of the Dept. of Education & Early Development, requested that EED be invited to serve on any AHRIC subcommittee considering the Regional Training Center proposals.

### **Regulations**

The council considered resolution 02-08 regarding adoption of regulatory amendments. Council member Linda Hulbert moved and member Kristen Forrester seconded the following MOTION:

"I move to adopt 8 AAC 84.100 – 8 AAC 84.900, and 8 AAC 86.100 – 8 AAC 86.900, as written in the February 5, 2002 draft regulations."

The MOTION carried unanimously.

The meeting adjourned at 1:45 p.m. on February 21, 2002.