



**Alaska Workforce Investment Board  
Executive Committee**

**Tuesday, April 10, 2012 – 1:30 p.m.**

**Teleconference: 1-888-354-0094, Conference ID#4461969**

**Meeting Minutes (DRAFT)**

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

**Staff:** Jeff Selvey, AWIB Executive Director; Louise Dean, AWIB Program Coordinator; Ken Mill, ESD; Greg Cashen, Assistant Commissioner, DOLWD; Mike Shiffer, Assistant Director, DBP

**Guests:** Fred Villa, AWIB Member; Cathy Kraft, AWIB Member

**Approval of Agenda**

MOTION to approve agenda by Chris Greg

Seconded by Doug Ward

Discussion – Assistant Commissioner Cashen was added to the discussion items part of the agenda.

Vote taken

MOTION carries

**Approval of Minutes – Tabled until next meeting**

1. February 22-23, 2012 AWIB meeting
2. March 13, 2012 Ex Co

**Action Items**

**Discussion Items**

1. Assistant Commissioner Cashen – Assistant Commissioner Cashen updated the Ex Co that he would be the designee to the AWIB for Commissioner Stone and expected both of them would attend the AWIB meeting in May.
2. Agenda Discussion Item for May AWIB Meeting – Topics/Reports – The committee decided they would like to use a detailed agenda for the AWIB meeting in May. The draft agenda was reviewed and minor modifications were made. There was also discussion on possible presenters for the tourism panel.
3. Integrated Plan and WIA Youth Programs – Mike Shiffer discussed the ETA options for planning strategies for the Integrated Plan. The ETA has introduces an integrated plan to report on all ETA programs that are represented. Mike will give an update at the AWIB meeting in May. The plan is due September 15, 2012



and we need to coordinate a way to have the full board review the plan before the October AWIB meeting.

4. Committee Assignments – Chair Lynch indicated this would be discussed at the May 10<sup>th</sup> Ex Co meeting. He did recommend that Doug Ward chair the policy and planning committee; Chris Gregg chair the workforce readiness employment placement committee and Mike Woods chair the Youth Council. Executive Director Selvey indicated there is a need for more STEP reviewers and that we also need a representative on the Alaska Commission for Post Secondary Education (ACPSE). Dave Rees use to be the AWIB representative on the ACPSE.
5. Mature Alaskans Seeking Skills Training (MASST) Training State Plan Update – Louise Dean for Rita Bowen, Employment Security Division – Tabled
6. AWIB February Board Meeting Tracker – Tabled
7. Ex Co Face to Face Historical Tracker – Tabled
8. Employment Security Division Update – Paul Dick and Ken Mill  
Ken Mill reported there is a grant opportunity targeting female ex offenders. The grant is for 30 months and is \$1.5 mil. One of the required partners is the AWIB and a letter of commitment or understanding is required with the grant application which is due May 4.

**Other Items:** Questions from AWIB Members

**Adjournment:** Next Ex Co Meeting - April 24, 2012