



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board  
Assessment & Evaluation Committee  
July 20, 2023  
3:00 p.m. 4:30 p.m.  
907-202-7104 conference ID 902 733 730#**

## **MEETING NOTES**

**THE VISION** for the Alaska Workforce Investment Board is “building connections that put Alaskans into good jobs.”

**MISSION:** To provide leadership and recommend policy, direction, and accountability standards to get Alaskans into jobs.

**Call to Order** \_\_\_ Anthony Ladd, Chair; \_\_\_ Trish Zugg; \_\_\_ Ryan Andrew;  
\_\_\_ Peter Frank; \_\_\_X\_\_\_ Christine Marasigan

The meeting was called to order at 3:06 pm

Staff called the roll, and a quorum was not present.

### **Introduction of other participants**

Erin Heist, Executive Director (ED)

Jeffrey Steeprow, Assistant Director (AD)

Xavien Phillips, Grants Administrator

Rut Ocasio-Lopez, Program Coordinator

Leslie Vines, Program Coordinator

Shena Marcil, Project Assistant

Christina Young, Administrative Assistant

### **Discussion Items:**

- **Scheduling of One-Stop certification visits**
  - ED Heist reviewed the One-Stop Certification plan for on-site visits. The FY24 plan is Fairbanks, Kenai, and Dillingham. Possibly roll Homer into Kenai's visit. One A&E member for each visit. If we have any board members who live in those locations, they'd also join us.
- **AWIB Grants Unit**
  - AD Steeprow provided an update on the AWIB Grants Unit. Closing out FY23, notified all award amounts for FY24. Provided an update on staff changes. We were awarded the formula funding for apprenticeships (SAEF);



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and focused on aligning our efforts with DOE and CTE and schools for tech ed programs and apprenticeships.

- **Executive Director Update**

- ED Heist provided an update on the October convening, which is currently in the procurement stage for a facilitator. She asked the committee if they have ever worked with one, please send their contact info so we can send them the procurement info. The convening will produce materials that will roll into a comprehensive workforce development plan. We've been in conversation with Alaska Safety Alliance, who received funding to do a cross-industry workforce development plan. Combining forces and fleshing out the collaboration agreement.
- A request to OMB was made for a piece of legislation for this next year, to revise the formula used to calculate STEP. This potentially means we would have additional STEP funding available going into FY25.
- We've been communicating a lot with grantees this year because of the excess of applicants. No applicant received 100% of their request, as we tried to spread funds as far as they could while still maintaining executable applications.

No new business was discussed as there was no quorum.

**Adjournment**

The meeting was adjourned at 4:05

Next meeting –September 21, 2023, 3:00 PM