



Alaska Workforce Investment Board

Executive Committee

1:30 p.m. – 2:30 p.m.

November 14, 2023

907-202-7104 conference ID 511 173 315#

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MINUTES

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 Mari Selle, AWIB Chair; Patrick Rose, Vice-Chair; Anthony Ladd, AE Chair; Corey Baxter; Policy and Planning Chair; Brenda Pacarro, Former AWIB Chair

The meeting was called to order at 1:32pm. A quorum was present.

Introduction of other participants..... Chair Selle

- Jeffrey Steeprow, Assistant Director
- Rut Ocasio-Lopez, Program Coordinator
- Xavien Phillips, Grants Administrator
- Leslie Vines, Program Coordinator
- Shena Marcil, Program Coordinator
- Sean Pierce, Program Coordinator
- Susan Hunter, Program Coordinator
- Christina Young, Grants Administrator
- Breanna Cooper, Administrative Assistant
- Mike Andrews, MCA Strategies

Approval of Agenda..... Chair Selle

- Motion to approve the meeting agenda by Brenda Pacarro
- Second by Patrick Rose
- Discussion – none
- Vote taken
- Motion carries

Action Item(s)..... Chair Selle

- Approval of October 10, 2023, AWIB Executive Committee meeting minutes
- Motion to approve the October 10, 2023, executive committee meeting minutes by Corey Baxter



Second by Patrick Rose
Discussion – none
Vote taken
Motion carries

Executive Director Update..... Executive Director, Dirk Craft

ED Craft provided an update on potential grants. AWIB will be partnering with the Alaska Municipal League on the NOAA Climate Resilience Work Grant. This grant provides funding for emerging workforce occupations such as solar, wind turbine, and their development specifically targeting Rural and under-served areas. The Department of Labor (DOL) is also partnering with Alaska Safety Alliance and Sea Grants on the Integrated Crossing the Street Workforce Development Plan. The board decided to push this week's Sub-Committee meetings two weeks out due to Request for Grant Application (RGA) issues pertaining to STEP and WIOAY.

- **Mike Andrews**

Mike Andrews with MCA Strategies, a subcontractor for Alaska Works Partnership, provided an overview of upcoming projects relating to the Alaska Broadband Office's (ABO) Broadband Equity Access Deployment (BEAD) Workforce Plan and Broadband Industry Strategic Workforce Plan. Mr. Andrews stressed the importance of AWIB advocating for more resources to help Alaska's workforce. As part of the Infrastructure Investment Jobs Act (IIJA), all infrastructure projects can set aside funds for workforce development. Discussion regarding reviewing AWIB's policy on working with regional training centers to assist with resources for priority industries. The board brainstormed ideas to ensure regional workforce development plans are included in the State's workforce development plans.

- **Sub-committees**

- a. Possibility of a review committee
 - i. Discussion regarding the current AWIB sub-committee structure and creating a more fluid process for changing these sub-committees in the future. The board discussed additional sub-committee's vs strengthening the ones that already exist. Board members will be emailing any suggestions regarding what they would like to see from the sub-committees to ED Craft. An ad hoc committee working session will be held to organize the sub-committee structure prior to the next full board meeting. AWIB staff stressed the need for the grants approval process to go through the sub-committees.

- **AWIB Bylaws**

The board discussed expanding on each sub-committee section of the bylaws to define their purpose, membership, meeting guidelines and responsibilities. A work plan showing what needs to be accomplished throughout the year, including any policies to review, was also suggested. The board acknowledged it has the power to change the bylaws, and that it also needs to follow them. AWIB bylaws outline a Legislative Work Committee that is not currently in place.



- **Governing statutes**

AWIB's sub-committee requirements are defined in AS 23.15.570 as such: "The board shall establish an executive committee and four permanent standing committees...The board may establish additional standing committees and special committees or subcommittees, not necessarily consisting of board members, to advise and assist the board in carrying out its functions assigned by federal or state statute. The permanent standing committees are the assessment and evaluation committee; the policy and planning committee; the employment and placement committee; and the workforce readiness committee."

Discussion regarding coordinating with the Commissioner's office to help determine the direction AWIB should be heading.

Other Business

- **In-person meeting in December** – Chair Selle suggested an in-person ExCo meeting for December. All current ExCo members are local except for Corey Baxter. Chair Selle also recommended holding one or two ExCo meetings in-person each year for increased productivity and requested this be worked into next year's travel budget. ED Craft will review the current travel budget and request one or two in-person ExCo meetings to be built into the travel budget for next year.

Adjourn

Motion to adjourn by Corey Baxter

Second by Patrick Rose

Vote taken

Motion carries

Adjourned at 2:30pm

Next Executive Committee Meeting – December 12, 2023 – 1:30 p.m.