

**Alaska Workforce Investment Board
and
Alaska Native Sec. 166 Workforce Grantees
Memorandum of Understanding
Pursuant to the Workforce Investment Act of 1998 (WIA)**

Introduction

The parties to this Memorandum of Understanding (MOU) are the State of Alaska, Department of Labor and Workforce Development; Alaska Workforce Investment Board (AWIB); the designated One-Stop Operator the Employment Security Division (ESD); The Division of Business Partnerships (DBP); the Division of Vocational Rehabilitation; the Department of Health and Social Services, Division of Public Assistance; and the Alaska Native Section 166 Workforce Grantees.

Purpose

The AWIB, with the agreement of the chief elected official, shall develop and enter into a memorandum of understanding (between the local board and the one-stop partners). The purpose of this section is to support employment and training activities for Alaska Native, Indian and Native Hawaiian individuals in order to develop more fully their academic, occupational, and literacy skills; to assist them in becoming more competitive in the workforce; and to promote the economic and social development of Alaska Native, Indian and Native Hawaiian communities in accordance with the goals and values of such communities.

A. Shared Principles and Values

- Parties to the agreement have mutual respect for each other, their cultural differences, and their native or government entity.
- Parties agree to the principle of cooperation, yet value the difference of opinions that enrich our abilities.
- Parties agree to express their opinions, educate and listen to partners, in service of working toward consensus.

B. Vision

It is the vision of the AWIB and the Alaska Native Workforce Grantees to provide quality, integrated services for our shared customers through coordination, communication and informed choice.

Section I. Modification and Assignment

This MOU may be modified at any time by written agreement of the parties. Assignment of responsibilities under this MOU by any of the parties shall be effective upon written notice to the other parties.

Section II. Parties

The parties to this Memorandum of Understanding are:

Greg O'Claray Commissioner
Alaska Department of Labor and Workforce Development
P.O. Box 21149, Juneau, AK 99802-1149

Andy Baker, Chair
Alaska Workforce Investment Board
1016 W. 6th Avenue, Suite 105, Anchorage, AK 99501

Thomas W. Nelson, Director of Employment Security
Alaska Department of Labor and Workforce Development
P.O. Box 25509, Juneau, AK 99802-5509

Gale Sinnott, Director of Vocational Rehabilitation
Department of Labor and Workforce Development
801 West 10th, Suite A, Juneau, AK 99801

Corine Geldhof, Acting Director of Business Partnerships
Department of Labor and Workforce Development
P.O. Box 25509, Juneau, AK 99802-5509

Katherine Farnham, Director of Public Assistance
Department of Health and Social Services
P.O. Box 110640 Juneau, AK 99811-0640

Aleutian/Pribilof Islands Association, Inc.
Dimitri Philemonof, President/CEO / Designated Contact: Ken Selby
201 East 3rd Avenue, Anchorage, Alaska 99501

Arctic Slope Native Association, Limited
Eben Hopson, Executive Director
P.O. Box 1232, Barrow, Alaska 99723

Association of Village Council Presidents
Myron Naneng, President / Designated Contact: John Owens
P.O. Box 219, Bethel, Alaska 99559

Bristol Bay Native Association
Ralph Anderson, CEO / Designated Contact: Mark Hiratsuka
P.O. Box 310, Dillingham, Alaska 99576

Central Council Tlingit & Haida Indian Tribes
Edward Thomas, President / Designated Contact: Sharon Olsen
320 West Willoughby Ste. 300, Juneau, Alaska 99811

Kawerak, Inc
Loretta Bullard, President / Designated Contact: Dawn Salesky
P.O. Box 948, Nome, Alaska 99762

Kodiak Area Native Association
Rita Stevens, President / Designated Contact: Margie Bezona
3449 East Rezanof Drive, Kodiak, Alaska 99615

Maniilaq Association
Helen Bolen, President
P.O. Box 256, Kotzebue, Alaska 99752

Chugachmiut Inc.
Patrick Anderson, Executive Director / Designated Contact: Tim Anderson
1840 S. Bragaw, Suite 110, Anchorage, Alaska 99508

Copper River Native Association
Rose Jerue, CEO
P.O. Box H, Copper Center, Alaska 99573

Metlakatla Indian Community
Victor Wellington, Mayor / Designated Contact: Mae Williams
P.O. Box 8, Metlakatla, Alaska 99926

Tanana Chiefs Conference
Harold N. Brown, Esq., President - CEO / Designated Contact: Donna Scott
122 1st Avenue Suite 600, Fairbanks, Alaska 99701

Ilisagvik College
Beverly Patkotak Grinage, President
P.O. Box 749, Barrow, Alaska 99723-074

Cook Inlet Tribal Council
Gloria O'Neill, President/CEO / Designated Contact: M. J. Longley
2700 Gambell St., Ste 400, Anchorage, Alaska 99503

Kuskokwim Native Association
Wayne Morgan, President
P.O. Box 127, Aniak, Alaska 99557

Native Village of Barrow
Thomas Olemaun, President / Designated Contact: Hazel Pebley
P.O. Box 1130, Barrow, Alaska 99723

Kenaitze Indian Tribe
Rita Smagge, Executive Director / Designated Contact: Mary Ann Tweedy
P.O. Box 988, Kenai, Alaska 99611

Orutsaramiut Native Council
Flora Olrund, Executive Director / Designated Contact: Michael Samuelson
P.O. Box 927, Bethel, Alaska 99559

Section III. Provision of Customer Services by System Partners

A. Introduction

This Section describes services to be provided, the ways in which such services will be coordinated and arrangements with respect to shared customers. Additionally, this section addresses arrangements specific to 1.) Communities where there is a "one-stop center," defined herein as a community where a physical facility exists, which houses co-located full time staff from different agencies and is certified as a one-stop center by the AWIB 2.) "Other" communities, defined for purposes of this MOU as any community in which such a physical facility does not exist and 3.) Enhanced collaboration specific to planning, service delivery, and development activities.

B. Components of the One Stop System

The AWIB and the Alaska Native workforce grantees agree that the one-stop system in the AWIB's service area includes the following components:

1. The Alaska Job Center Network (AJCN)
 - a. The Employment Security Division of the Alaska Department of Labor and Workforce Development is designated as the One-Stop Operator for the State. They provide information on available jobs, employer services and other matters of interest to customers.
 - b. Other one-stop partners who provide services through the job centers, and phone services to other communities.
 - c. Other required partners as provided by law and joining in this system through MOUs with the AWIB.
2. The Alaska Native workforce grantees, as partners in this system, provide a range of workforce, education, social service, childcare and other options throughout the state, designed to enhance available opportunities for shared customer service.

The parties to this particular MOU are those whose agreement is indicated in Section VII Signatures. The Alaska Native workforce grantees referred to in this MOU are entities funded and under the authority of the Workforce Investment Act of 1998 Section 166 to include P.L. 102-477 grantees.

C. Provided Services under this MOU

The services to be provided under this MOU are those defined in the WIA law as "core," "intensive," "training," and "youth" services.

1. Job Seeker Services
 - a. Core Services - Core services are those universally available activities identified in WIA and Wagner-Peyser. In Core Services there will be an emphasis on self-service. Where self-service cannot be obtained, staff must be in place to provide assistance. These services include, but are not limited to:

- Careers, jobs, and labor market information
 - Labor exchange programs
 - Education programs
 - Support
 - Unemployment insurance
 - Eligibility screening and referral process
- b. Intensive Services - With an emphasis on eligibility, intensive services will be available to those who are unable to obtain or maintain employment through core services or need intensive services to obtain or retain employment that allows for self-sufficiency. These services include but are not limited to:
- Intake and registration
 - Testing and assessment
 - Development of Individual Employment Plans
 - Vocational counseling
 - Short-term pre-vocational service
- c. Training Services - Training is available to eligible individuals who are unable to obtain or maintain employment through core and intensive services and are assessed and determined to need training services in order to obtain or retain employment that allows for self-sufficiency. These services include, but and are not limited to:
- Training
 - Adult education and literacy activities
2. Services to Employers - These services include, but and are not limited to:
- Information on and referral to employer services
 - Marketing
 - Single point of coordination with economic development efforts
 - Workforce information
 - Labor exchange
3. Eligibility Criteria - Eligibility for mandated programs is identified in statute, regulation, or policy for each individual program. Eligibility criteria for Workforce Investment Act Title I Training Programs (Adult, Dislocated Worker, Youth, Job Corps, Migrant and Seasonal Farm Workers), Wagner-Peyser, Veterans Services, NAFTA/TAA, Vocational Rehabilitation, Adult Basic Education, Welfare to Work, Carl Perkins Vocational and Technical Education Act, Senior Employment Programs, HUD Employment and Training, Community Service Block Grant Employment and Training, Workforce Investment Act Title I Native Grantees, Alaska Temporary Assistance Program, and the Food Stamp Employment and Training program are maintained by the agency administering the program and will be determined by the administering agency.

The services described above are not exhaustive as each program agreeing to participate in the one-stop may have more services than those listed above. The MOU does not exclude those services from being delivered in the one-stop.

The Alaska Native workforce grantees provide a wide variety of workforce-related services supported under a number of federal statutes, which provide financial assistance for services benefiting Alaska Native, Indian and Native Hawaiian individuals.

D. General Provisions Governing the Coordination of Services

The AWIB and the Alaska Native workforce grantees will co-convene a semi-annual statewide meeting during the month of November to review this MOU and the effectiveness of the partnerships. This meeting will identify any issues that are affecting or could affect the partnership and seek satisfactory resolution of such issues. The meeting will also include a discussion of any active or pending joint projects. The Chair of the Alaska Native Coalition on Employment and Training and the Director of the AWIB will take the lead in bringing this meeting to fruition.

For the purposes of increasing awareness, enhancing coordination and identification of opportunities for collaboration, at the AWIB/Alaska Native grantee annual meeting, the AWIB will provide to the Alaska Native workforce grantees information on:

1. The number of Alaska Native, Indian and Native Hawaiian participants served within the Alaska Native workforce grantee's service area,
2. The types of services provided to Alaska Native, Indian and Native Hawaiian participants and
3. An estimate of the amount of WIA funds spent on Alaska Native, Indian and Native Hawaiian participants in the AWIB's WIA adult, dislocated worker and youth services programs.
4. Where possible, the Employment Security Division (ESD) will provide grantees documentation as required for federal reporting and performance measures. Said data will be extracted and presented to the extent possible by zip code, reflecting village-level statistics, upon request by the Alaska Native grantee.

Where appropriate and detail is available, the exchange of information may be provided in the form of plans or reports already developed for reporting or other purposes. The parties are encouraged to share each others' plans and reports.

At the semi-annual meeting, the Alaska Native workforce grantees will provide similar information to the AWIB. Such information may be in the form of the Alaska Native workforce grantee's annual report on activities during its program operating cycle or other like information already developed for other purposes. Every effort will be made to minimize the

creation of additional reporting responsibilities.

E. Method of Referral

All parties to this MOU should include the minimally acceptable referral information for Job Seekers, Employers and Participants including:

- Referring entity representative name, telephone number;
- Date of referral;
- Participant contact information i.e., name, address, contact information;
- Identification of the recommended referral i.e., Public Assistance, Vocational Rehabilitation, Adult Literacy program etc.;
- Representative of entity receiving the referral and;
- Reported reason for referral.

Referral documents as appropriate will be provided to the participant for presentation to the receiving entity representative to communicate the above information.

Recommended referral efforts include telephone contact to the referred entity to arrange meeting appointments; escorted referral to referred entity; follow-up regarding the success of referrals; faxed copy of referral documents to the receiving entity; maintained copies of referral documents; team service delivery or; other referral practices that provide participants with quality customer service, ensure universal access and are documented.

F. Coordination of Referral and Services in One-Stop Center Communities

The following arrangements will apply to the coordination of services in "one-stop center" communities as defined in subsection B of this Section:

The Parties to this agreement may consider co-locating staff in one-stop Job Centers or developing computer linkages. In the spirit of Alaskans reaching out to help other Alaskans, the parties to this agreement will collaborate to identify unmet service needs and develop strategies to meet the training, education and employment needs of all Alaskans.

The Alaska Native workforce grantees and the other job center partners will each be responsible for providing information and services to those individuals that initially contact their respective agencies. This provision is subject to the limitations on allowable expenditures for services to non-Natives that apply to the Alaska Native workforce grantee's programs. This provision is also subject to eligibility criteria of individual programs administered through the one-stop job centers.

The Alaska Native workforce grantees and the appropriate staff of the job center will confer as desired on a customer-by-customer basis with respect to WIA intensive, training and youth services when the needs of that customer are beyond the resources available to either partner.

G. Coordination of Services in Communities Without One-Stop Centers

Coordination between the AJCN and the Alaska Native Workforce grantee for providing services in those communities without job centers shall include

design and implementation of provisions to provide services for qualified WIA customers. In the communities without job centers the AWIB in collaboration with the AJCN, related State services and the Alaska Native Grantees will coordinate resources to provide defined core, intensive, training, and youth services. Details regarding the system and procedures to provide such services will be developed between AWIB, in coordination with the AJCN, and the Alaska Native Grantees.

The AWIB, AJCN and Native Grantees commit to ensuring statewide access to effective employment education, training and employment services, particularly to rural areas and for the economically disadvantaged. Accordingly, improving service delivery to hard-to-serve populations will elevate employability; put more Alaskans into good jobs, and lower statewide unemployment.

H. Special Local or Regional Service Agreements

Each Alaska Native workforce grantee may negotiate a special local or regional service agreement with the AWIB and the AJCN. Any such agreements will be designed to enhance and be consistent with this overall "umbrella" agreement. Those areas that have not already done so are encouraged to form regional advisory councils, with participation by the local Alaska Native Workforce grantee, in order to provide a strong linkage to employers, develop projects, advise the AWIB, and address workforce issues at the local level.

I. Exchange of Customer Information

Parties to the agreement will protect the confidentiality of customer information and respect the dignity of each customer. The parties will also develop a common-customer release of information form.

J. Administrative Appeal

Consistent with the statutes, regulations and policies guiding eligibility for a program, individuals determined eligible or ineligible for services will be provided written information on their appeal rights. Staff of the programs and the job centers will make every effort to assist individuals with their decision to appeal without discrimination. Additionally, representatives from programs such as the Client Assistance Program or independent living centers will be provided access to all client information consistent with the program's statute, regulations and policies.

K. Capacity Building and Special Projects

The AWIB will facilitate through the AJCN and the Alaska Native workforce grantees to increase the capacity of the one-stop system to serve customers in all regions of the State. All partners will enter into discussions for capacity building projects. Opportunities for joint training of staff of the AWIB, the Alaska Native workforce grantees and other partners will continue. The development of joint special projects, especially those related to the high quality distance delivery of services to rural communities, will be encouraged such as one-stop academies and other cross-training venues.

All parties signatory to this agreement will begin the process to create a

statewide and regional skills databank. The purpose of this databank will be to provide employers with increased access to our skilled workforce. Particulars of this project will be addressed at the annual meeting and regularly communicated among all partners. Initial discussion will take place prior to the 2005 annual meeting.

Section IV. Dispute Resolution

The parties shall first attempt to resolve all disputes regionally and informally. Any party may call a meeting of all parties to discuss and resolve disputes. If the parties are unable to resolve issues locally, the dispute will be referred to the Chair of the Alaska Workforce Investment Board, and the Chief Executive Officer of the pertinent Alaska Native workforce grantee. Should those officials be unable to resolve the dispute it shall be referred for mediation, consistent with AWIB responsibilities according to Section 661.205(1) of the federal regulations for WIA.

Sec. 661.205 What is the role of the State Board?

The State Board must assist the Governor in the:

(1) Development of linkages in order to assure coordination and non-duplication among the programs and activities carried out by One- Stop partners, including, as necessary, addressing any impasse situations in the development of the local Memorandum of Understanding;

Section V. Duration

This MOU shall remain in effect until terminated by the repeal or expiration of the Workforce Investment Act of 1998 (WIA) or in accordance with this section.

If any part of this MOU is found to be null and void, or is otherwise stricken, the rest of this MOU shall remain in force.

Any party may withdraw from this MOU by giving written notice of intent to withdraw at least 60 calendar days in advance of the effective withdrawal date. Notice of withdrawal shall be given to all parties at the addresses shown in Section II of this MOU, and to the Executive Director of the AWIB. Should any Partner withdraw, this MOU shall remain in effect with respect to the remaining partners.

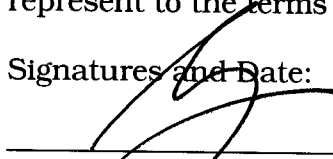
At any time in the future, a native organization may choose to join as a partner and participate in the MOU. The request to join as a partner to the MOU is sent to the Executive Director of the AWIB. Upon such approval the MOU is modified at the next annual meeting.

ORIGINAL

Section VI. Signatures

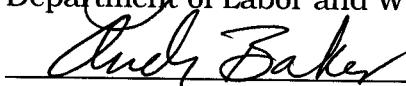
The individuals signing below have the authority to commit the party they represent to the terms of this MOU, and do so commit by signing.

Signatures and Date:



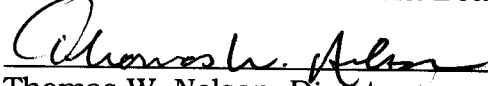
Greg O'Claray, Commissioner
Department of Labor and Workforce Development

Date: 5/8/06



Andy Baker, Chair
Alaska Workforce Investment Board

Date: 5-4-06



Thomas W. Nelson, Director
Employment Security Division, DLWD

Date: 8/26/05

Gale Sinnott, Director
Division of Vocational Rehabilitation, DLWD

Date: _____

Corine Geldhof, Acting Director
Division of Business Partnerships, DLWD

Date: _____

Katherine Farnham, Director
Division of Public Assistance, DHSS

Date: _____

Dimitri Philemonof, President, CEO
Aleutian/Pribilof Islands Association, Inc.

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Eben Hopson, Executive Director
Arctic Slope Native Association, Limited

Date: _____

Myron Naneng, President
Association of Village Council Presidents

Date: _____

Terry Hoeffler, CEO
Bristol Bay Native Association

Date: _____

Edward Thomas, President
Central Council Tlingit & Haida Indian Tribes

Date: _____

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Greg O'Claray, Commissioner
Department of Labor and Workforce Development

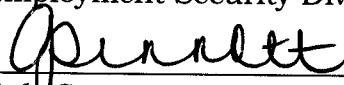
Date: _____

Andy Baker, Chair
Alaska Workforce Investment Board

Date: _____

Thomas W. Nelson, Director
Employment Security Division, DLWD

Date: _____



Gale Sinnott, Director
Division of Vocational Rehabilitation, DLWD

Date: 8-25-05

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Division of Business Partnerships, DLWD

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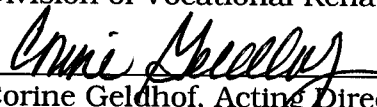
Date: _____

Thomas W. Nelson, Director
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Date: _____



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Date: 8/25/05

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Division of Business Partnerships, DLWD

Date: _____



Katherine Farnham, Director
Division of Public Assistance, DHSS

Date: 9-28-05

Dimitri Philemonof, President, CEO
Aleutian/Pribilof Islands Association, Inc.

Date: _____

Eben Hopson, Executive Director
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Date: _____

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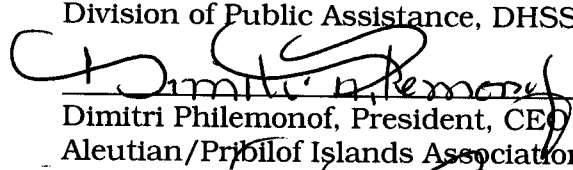
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Date: _____

Katherine Farnham, Director
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Date: _____



Dimitri Philemonof, President, CEO
Aleutian/Pribilof Islands Association, Inc.

Date: 8.23.05

Eben Hopson, Executive Director
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Date: 8.23.05

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Date: 1-5-6

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Date: 10-28-05

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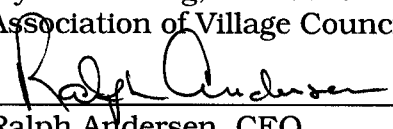
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Ralph Andersen, CEO
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Date: 1-5-06

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Arctic Slope Native Association, Limited

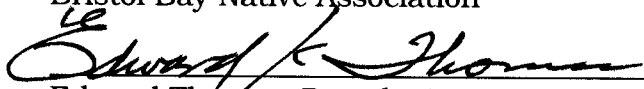
Date: _____

Myron Naneng, President
Association of Village Council Presidents

Date: _____

Terry Hoefflerle, CEO
Bristol Bay Native Association

Date: _____



Edward Thomas, President
Central Council Tlingit & Haida Indian Tribes

Date: 8-31-05

ORIGINAL

L. Bullard
Loretta Bullard, President
Kawerak, Inc.

Date: 8/28/05

Rita Stevens, President
Kodiak Area Native Association

Date: _____

Helen Bolen, President
Maniilaq Association

Date: _____

Patrick Anderson, Executive Director
Chugachmiut

Date: _____

Rose Jerue, CEO
Copper River Native Association

Date: _____

Victor Wellington, Mayor
Metlakatla Indian Community

Date: _____

Harold N. Brown, Esq., President
Tanana Chiefs Conference

Date: _____

Beverly Patkotak Grinage, President
Ilisagvik College

Date: _____

Gloria O'Neill, President, CEO
Cook Inlet Tribal Council

Date: _____

Wayne Morgan, President
Kuskokwim Native Association

Date: _____

Thomas Olemaun, President
Native Village of Barrow

Date: _____

Rita Smagge, Executive Director
Kenaitze Indian Tribe

Date: _____

Flora Olrun, Executive Director
Orutsaramiut Native Council

Date: _____

Loretta Bullard, President
Kawerak, Inc.

Date: _____

Rita Stevens
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Kodiak Area Native Association

Date: 9/6/05

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Patrick M. Anderson
Patrick Anderson, Executive Director
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Date: 8/26/05

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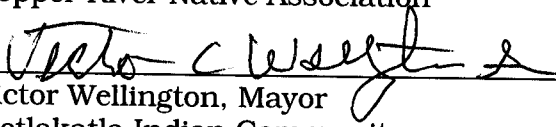
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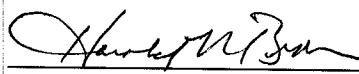
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Rose Jerue, CEO
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Victor Wellington, Mayor
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Harold N. Brown, Esq., President
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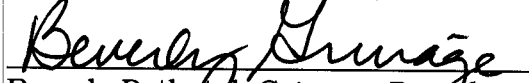
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Victor Wellington, Mayor
Metlakatla Indian Community

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Harold N. Brown, Esq., President
Tanana Chiefs Conference

Date: _____


Beverly Patkotak Grinage, President
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Date: 8-25-05

Gloria O'Neill, President, CEO
Cook Inlet Tribal Council

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Wayne Morgan, President
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Date: 8-31-05

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Thomas Olemaun, President
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Date: 8-26-05

Rita Smagge, Executive Director
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Thomas Olemaun, President
Native Village of Barrow

Date: _____

Acting *Lisiana K. Blaylock Acting Executive Director*
~~Rita Smagge~~, Executive Director
Kenaitze Indian Tribe

Date: 08/29/05

Flora Olrun, Executive Director
Orutsaramiut Native Council

Date: _____