



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board  
Policy and Planning Committee Meeting  
September 23, 2021  
1:30PM- 2:30PM  
TELECONFERENCE  
1-888-354-0094 conference ID 4461969111#**

**Minutes**

**Call to Order**  Corey Baxter, Chair  Carin Smolin,  Malyn Smith,  
 Patrick Rose

Meeting was called to order at 1:30 p.m.  
Staff called roll, a quorum was present

**Introduction of Other Participants**

Anne Velardi, Program Coordinator  
Rut (Root) Ocasio-Lopez, Grants Administrator  
Shane Bannarbie, Program Coordinator

• **Approval of Agenda**

MOTION to approve agenda by Malyn Smith  
Seconded by Patrick Rose  
Discussion  
Vote taken  
MOTION carries

• **Action Item(s)**

MOTION to approve January 21, 2021 Committee Meeting Minutes by Patrick Rose  
Seconded by Malyn Smith  
Discussion  
Vote taken  
MOTION carries

• **Discussion Items.....Chair Baxter/AWIB Staff**

○ **State Apprenticeship Expansion, Equity and Innovation (SAEEI)**

Chair Baxter reported the Department of Labor was awarded a State Apprenticeship Expansion, Equity and Innovation (SAEEI) for \$3.9 million. This is a four-year grant, ending June 30, 2025. The committee received the list of the 19 partners that were identified in the application. The AWIB grants unit has prepared the Request for Grant Application (RGA) which was sent for review, and we will be discussing it today.



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Anne Velardi provided an overview of the SAEEI grant. She stated some partner organizations are ready to begin and have prior experience with apprenticeship projects, while other partners are still developing their projects. All partners should have a coherent proposal that lead to outcomes. The grants unit RGA process will be followed, to include an application review by the board members. Any suggestions made by the committee will be incorporated into the RGA to ensure fairness and equity.

AWIB staff provided a list of recommendations from the WREP committee meeting which are the following:

- Change the deadline to six weeks
- Have the RGA for out in April 2022 for the next fiscal year
- Staff develop a scoring rubric
- State explicitly that the department reserves the option to put out another RGA if they don't receive enough proposals
- Set a maximum grant amount for all four years
- This is a planning year. The grantee can receive funding the following year if the grantee shows adequate progress towards goals
- Applicant states their long-term plan and how the program will be sustainable

The committee agreed with the recommendations and requested the program performance outcome requirements be sent for review.

Anne Velardi will align objectives of the grant and RGA in accordance with the committees' input, requests, and recommendations, and provide the committee with program performance outcomes.

- **Other business**

Patrick Rose asked for the next board meeting date. Rut Ocasio-Lopez indicated it will be October 28, 2021.

Carin Smolin shared this is her last meeting, and she will be replaced next month.

- **Adjournment**

MOTION to adjourn by Patrick Rose

Seconded by Carin Smolin

Discussion

Vote taken

MOTION carries

Meeting adjourned at 2:15p.m.

Next Committee meeting – November 18, 2021