



**Alaska Workforce Investment Board  
Assessment and Evaluation Committee  
January 21, 2021  
3:00 –4:30 PM  
1-888-354-0094 conference ID 4461969111#**

**MINUTES**

**Call to Order**   X   Anthony Ladd, Chair;   x   Arth Brown;   x   Ryan Andrew;  
       Peter Frank;

Meeting was called to order at 3:09 PM

**Introduction of other participants**

Xavien Phillips, Grant Staff  
Rut Ocasio Lopez, Grant Staff  
Mary Rowland, Grant Staff

Staff called roll, a quorum was present

**Approval of Agenda**

MOTION to approve agenda by Ryan Andrew  
Seconded by Arth Brown but with edit of the title from Workforce Readiness  
Discussion  
Vote taken  
Motion carries

**Approval of September 17, 2020 Meeting Minutes**

MOTION to approve minutes by Ryan Andrew  
Seconded by Arth Brown  
Discussion  
Vote taken  
Motion carries

**Discussion Items:**

- **Assessment committee duties/Training and Employment Notice 13-20  
Advancing a One Workforce Vision and Strategy**
  - Anthony Ladd found the discussion items interesting and is excited to see what comes out of it. He indicated it seemed like a one stop shop for services. He stated they have until September 21, 2021 to come up with a plan.



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

- Is the Assessment & Evaluation Team following the by-laws for Customer Service Satisfaction?
  - Ryan Andrew stated he feels the team has room for improvement in the duties. After reading the description, he doesn't feel this has been the focus the past few years. We only meet a few times a year. What impact are we hoping to achieve?
  - Arth stated that it does not feel like that has been the focus for the past two years.
  - Anthony Ladd agrees with both Ryan and Arth. The team is unsure what they are evaluating but want to do more.
  - Anthony asked if a shorter version of the By-Laws.
  - Anthony asked if they wanted to go over the by-laws, or do they have an understanding of it?
  - Ryan thought the team had a good understanding, but asked what the team could do to further the goals of the Workforce vision?
  - Arth stated we are extremely lucky we have our employment and training programs. Looking at the bylaws and listening to the team, one of the things I've said before is the biggest concern is we used to have a greater presence job center outreach in rural communities. Due to circumstances, those centers have been closed. He's always felt the villages are underserved. He feels the job centers can do some outreach in these areas to provide some cross training. Are we delivering an equal product to our workforce across the state? That's what we need to measure. Is there a way of the committee to identify what sources are available so we know what can be used to gage the customer satisfaction?
  - Ryan told Anthony that if he needs any help with anything, he would be available.
  - Arth Brown concurred.
- Chair Ladd asked if there was any new business?
  - Rut reminded the group the board meeting is February 25, 2021.

**Adjournment**

MOTION to adjourn by Ryan

Seconded by Arth

Vote taken

MOTION carries

Meeting adjourned at 3:31PM

Next meeting – March 18, 2021 at 3:00 PM