



KODIAK ISLAND BOROUGH
AGENDA STATEMENT
FEBRUARY 4, 2016
ASSEMBLY REGULAR MEETING

TITLE: Confirmation of the Mayoral Appointment to the Kodiak Workforce Regional Advisory Council Business Management Information Technology Seat (Paul Vandyke).

ORIGINATOR: Angela MacKenzie

FISCAL IMPACT: No
Account Number:

FUNDS AVAILABLE:
Amount Budgeted:

SUMMARY STATEMENT:

On July 2, 2015 the Clerk' Office received an application from Mr. Paul VanDyke and on October 28, 2015 received an application from Mr. Frank Hack both for the Business Management and IT seat.

The KWRAC met on Tuesday, January 12, 2016 and recommended Mr. Paul VanDyke to fill the Business Management and Information Technology seat for a term to expire December 2016.

RECOMMENDED MOTION:

Move to appoint Mr. Paul VanDyke to the Business Management and Information Technology seat on the Kodiak Workforce Regional Advisory Council for a term to expire December 2016.

From: noreply@civicplus.com
To: [Clerks](#)
Subject: Online Form Submittal: Board Application Form
Date: Thursday, July 02, 2015 3:02:09 PM

The following form was submitted via your website: Board Application Form

Select the Board, Commission, or Committee applying for: Kodiak Workforce Regional Advisory Council

Designated seat or group representation (if applicable): : Information Technology

Full Name: Paul VanDyke

Residence Address: 2678 Lakeview Drive

Mailing Address : P

Email Address (This address will be used for correspondence): pvandyke@kodiakak.us

Home Phone Number (numeric only): 9079422904

Work Number (numeric only): 9074869336

Cell or Fax Number (numeric only): 9079422904

Employer/Occupation: Kodiak Island Borough

Length of residency in Kodiak: 35 years

Registered to vote in Kodiak?: Yes

Length of Residence in Service Area:

Are you currently serving on other Boards, Commissions, or Committees?: No

If yes, which:

Organizations you belong to or participate in: USGC Auxillary
Alderwood Homeowners Assn

Explain your main reason for applying: I believe that Kodiak is a great place to live and work. To have a successful community, we need jobs in many industry sectors. I also strongly believe that we need multiple skill levels in those industry jobs. To create a sustainable community we need to have organic job creation with our local workforce in the industries that are needed.

What background, experience, or expertise will you bring to the board/committee/commission membership?: I have been in the IT field for over 20 years and have taught IT classes at Kodiak College. I am also very supportive of internship programs and am working with others to develop the Kodiak Internship Network. This will bring learning opportunities to students that may allow them to find local job opportunities.

Are you available for regular meetings?: Yes

FOR CLERKS OFFICE STAFF ONLY:

Registered Voter of the Borough: Y _____ N _____ :

Applicant's Residence: Borough _____ City _____ :

Date of Appointment:

Term Expires On:

Appointment Letter:

Roster:

Oath of Office:

APOC POFD Statement: N/A _____ Attached _____ On File _____:

Additional Information:

Form submitted on: 7/2/2015 3:02:03 PM

Submitted from IP Address: 209.165.152.100

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.kodiakak.us/Forms.aspx?FID=72>

Board Application Form

KWRAC

Please complete the online form below. Please be aware that the information given on your application is made available to the public. Staff will require the use of a mailing address, email address, and contact phone number to provide board and meeting information.



PERSONAL INFORMATION

Select the Board, Commission, or Committee applying for*

Kodiak Workforce Regional Advisory Council

Designated seat or group representation (if applicable):

Business Management and IT

Full Name*

Frank James Hack

Residence Address*

3925 Wolverine Way, Apt 1

Mailing Address *

3925 Wolverine Way #1

Email Address (This address will be used for correspondence)*

sasdeveloper@yahoo.com

Home Phone Number (numeric only)*

9075126910

Work Number (numeric only)*

9075126910

Cell or Fax Number (numeric only)*

Employer/Occupation*

9075126910

Self

RESIDENCY INFORMATION

Length of residency in Kodiak*

4 months

Registered to vote in Kodiak?*

Yes

No

FOR SERVICE AREA BOARD APPLICANTS

Length of Residence in Service Area

ORGANIZATION MEMBERSHIP INFORMATION

Are you currently serving on other Boards, Commissions, or Committees?*

Yes

No

If yes, which

Organizations you belong to or participate in

Explain your main reason for applying

To participate in the community

What background, experience, or expertise will you bring to the board/committee/commission membership?

20 years of Information Technology experience

Are you available for regular meetings?*

Yes

No

Pursuant to KIBC 2.100.070 (A.6) and 4.15.070 (A.7) Other than by expiration of the members term, the assembly shall declare a seat vacant when a member of the board misses three consecutively held regular meetings and is not excused.

FOR CLERKS OFFICE STAFF ONLY

Registered Voter of the Borough: Y _____ N _____

Applicant's Residence: Borough _____ City _____

Date of Appointment

Term Expires On

Appointment Letter

Roster

Oath of Office

APOC POFD Statement: N/A _____ Attached
_____ On File _____



KODIAK ISLAND BOROUGH

KODIAK WORKFORCE REGIONAL ADVISORY COUNCIL

NAME	TERM	WORK PHONE	CELL PHONE	EMAIL
KODIAK ISLAND BOROUGH Borough Assembly Member Dennis Symmons	Yearly Appointment	654-1045		dennis.symmons@kibasassembly.org
CITY OF KODIAK City Manager Aimée Kniaziowski 710 Mill Bay Road, Room 216 Kodiak, AK 99615	2017	486-8640	539-7600	akniaziowski@city.kodiak.ak.us
UAA KODIAK COLLEGE Director Alan Fugleberg 117 Benny Benson Drive Kodiak, AK 99615	2017	486-1220 486-1219 486-1250 (Fax)		afugleberg@kodiak.alaska.edu schichenoff@kodiak.alaska.edu
KODIAK ISLAND BOROUGH SCHOOL DISTRICT School Board Member Rick Kniaziowski 421 Mill Bay Road Kodiak, AK 99615	2016	486-5929		rkniaziowski@horizonlines.com
UNIVERSITY OF ALASKA FAIRBANKS, KODIAK SEAFOOD AND MARINE SCIENCE CENTER Associate Professor Brian Himelbloom 118 Trident Way Kodiak, AK 99615	2017	486-1529 486-1540 (Fax)		bhimelbloom@alaska.edu
Alternate, Quentin Fong				qfong@sfos.uaf.edu
VILLAGE REPRESENTATIVE Vacant	2017			
KONIAG, INC. Manager, Shareholder Relations Stacey Simmons 194 Alimaq Drive Kodiak, AK 99615	2016	481-4129		ssimmons@koniag.com
KODIAK CHAMBER OF COMMERCE Executive Director Trevor Brown 100 E. Marine Way, Suite 300 Kodiak, AK 99615	2016	486-5557	486-7605	trevor@kodiak.org
DEPARTMENT OF LABOR KODIAK JOB CENTER Employment Security Manager Rachel Putnam 211 Mission Rd., Suite 103 Kodiak, AK 99615	2017	486-3105 Ext. 3		rachel.putnam@alaska.gov
UNITED STATES COAST GUARD Executive Officer David Husted, Commander Hangar 2 Coast Guard Air Station Kodiak, AK	2017	487-5836		david.a.husted@uscg.mil

Roster continued on the next page....

Revision Date: 1/14/2016
Revised by: AM



KODIAK ISLAND BOROUGH

KODIAK WORKFORCE REGIONAL ADVISORY COUNCIL

NAME	TERM	WORK PHONE	CELL PHONE	EMAIL
AGRICULTURE AND NATURAL RESOURCES VACANT	2017			
BUSINESS MANAGEMENT AND IT VACANT	2016			
HEALTH AND SPORTS FITNESS VACANT	2017			
HUMAN RESOURCE SERVICES Providence Kodiak Island Medical Center Brenda Zawacki PO Box 8662 Kodiak, AK 99615	2016	486-9558		brenda.zawacki@providence.org
ARCHITECTURE, CONSTRUCTION, AND ENGINEERING VACANT	2017			
ARTS AND COMMUNICATION Kodiak College Assistant English Professor Jared Griffin PO Box 2094 Kodiak, AK 99615	2017	942-1903	486-1229	griffinjared1@gmail.com
CITIZEN AT LARGE Alisha Drabek PO Box 261 Kodiak, AK 99615	2017		539-5015	alisha@afognak.com
EX-OFFICIO STAFF Kodiak Island Borough School District Superintendent Stewart McDonald 722 Mill Bay Road Kodiak, AK 99615		481-6202		smcdonald01@kibsd.org

This board is governed by Kodiak Island Borough Code 2.155

STAFF:

KIBSD ADMINISTRATIVE ASSISTANT, WES HANNA	481-6202	whanna01@kibsd.org
BOROUGH DEPUTY CLERK, ANGELA MACKENZIE	486-9311	amackenzie@kodiakak.us
KODIAK ISLAND BOROUGH SCHOOL DISTRICT OFFICE OF THE SUPERINTENDENT 722 MILL BAY ROAD KODIAK, AK 99615	OFFICE OF THE BOROUGH CLERK 710 MILL BAY ROAD ROOM 101 KODIAK, AK 99615	

Revision Date: 1/14/2016
Revised by: AM

**Chapter 2.155
KODIAK WORKFORCE REGIONAL ADVISORY COUNCIL**

Sections:

- [2.155.010](#) Created – Membership.
- [2.155.020](#) Organization.
- [2.155.030](#) Term, compensation, and appointments.
- [2.155.040](#) Powers and duties.
- [2.155.050](#) Administrative assistance.
- [2.155.060](#) Quorum and voting requirements.
- [2.155.070](#) Conflict of interest.
- [2.155.080](#) Procedure.
- [2.155.090](#) Reports and minutes.

* Editor's note: Ord. FY2015-07 reestablishes the Kodiak workforce regional advisory council effective midnight December 31, 2014.

2.155.010 Created – Membership.

There is created a Kodiak workforce regional advisory council which will consist of one appointed seat and 16 designated seats on the council. Each holder of the following designated seats will be invited to participate on the council either personally or by a designated representative:

- A. Kodiak Island Borough;
- B. City of Kodiak;
- C. University of Alaska Anchorage Kodiak College;
- D. Kodiak Island Borough School District;
- E. Fishery Industrial Technology Center;
- F. Village representative;
- G. Kodiak, Alaska, Native Corporations;
- H. Kodiak Chamber of Commerce;
- I. Department of Labor;
- J. United States Coast Guard.

Each holder of the following designated seats will be appointed to the council from the following

designated business groups:

- K. Agriculture and natural resources;
- L. Business management and IT;
- M. Health and sports fitness;
- N. Human resource services;
- O. Architecture, construction, and engineering;
- P. Arts and communication. [Ord. FY2011-04 §2, 2010].

2.155.020 Organization.

The council shall designate its chair and vice-chair at the first meeting of the calendar year and shall hold at least one meeting semi-annually. The council shall give reasonable public notice of its meetings. [Ord. FY2011-04 §2, 2010].

2.155.030 Term, compensation, and appointments.

- A. The term of each member is three years. The regular term shall, unless otherwise specified by ordinance, commence on January 1st of the year of appointment and shall expire on December 31st of the year the term expires.
- B. Members of the council shall serve without compensation.
- C. The clerk shall provide a standard application form for interested persons to complete. The form, letters, or other expressions of interest shall be made to the clerk who shall forward copies to the council.
- D. The council may submit its nomination of a person from the submitted applications to fill the vacancy to the assembly. The assembly shall appoint a new member selected from the submitted applications for the remaining unexpired term. Vacancies occur and are filled as provided in KIBC 2.100.070. [Ord. FY2011-04 §2, 2010].

2.155.040 Powers and duties.

The council shall define regional priorities for workforce development, and show how they are linked to employer demand, economic development, and education or training strategies. Specifically, it should:

- A. Gather, review, and assess local employment data, local skills, and skill gaps;
- B. Set priorities to target priority industries and occupations, as well as education and training

strategies that best fit the community needs;

C. Provide oversight and advice on One-Stop Job Center operations to ensure they are meeting regional and local needs;

D. Develop or endorse regional projects that are aligned with the identified regional priorities;

E. Establish plans for developing regional priorities, and will work together with the AWIB on information sharing and planning outcome reviews; and

F. Provide an opportunity for educational organizations and local businesses to work together to prepare students for future employment and meet the needs for business employees. [Ord. FY2011-04 §2, 2010].

2.155.050 Administrative assistance.

The manager or designee shall:

A. Furnish the council with copies of all requested documents and other information necessary or reasonably related to council functions;

B. Provide the council with such supplies, meeting space, and secretarial assistance as the manager deems reasonably required;

C. Refer to the council, for its discussion, all nonemergency matters within the scope of its powers and duties prior to presenting those matters to the assembly for action; and

D. Transmit all recommendations and other communications from the council to the assembly or educational organizations as designated by the council. [Ord. FY2011-04 §2, 2010].

2.155.060 Quorum and voting requirements.

A majority of the holders of the appointed and designated seats or their designated representatives shall be a quorum for the transaction of business. The affirmative votes of the majority of the holders of the appointed and designated seats or their designated representatives shall be required to carry a question. In the absence of a quorum for the transaction of business, any number less than a quorum may adjourn or recess a meeting to a later time or date. [Ord. FY2011-04 §2, 2010].

2.155.070 Conflict of interest.

Every member shall vote on all questions unless the member has a substantial direct or substantial indirect financial interest in the matter being discussed. The provisions of KIBC 2.35.010 apply to all members. [Ord. FY2011-04 §2, 2010].

2.155.080 Procedure.

Procedural rules and order of business shall be established, except as otherwise provided by law, subject to approval by the assembly. In all matters of procedure not covered by rules adopted by the council, Robert's Rules of Order, as revised, shall be applicable and shall govern. [Ord. FY2011-04 §2, 2010].

2.155.090 Reports and minutes.

Minutes of the proceedings shall be kept, and such minutes shall record the vote of each member upon every question formally presented for consideration. The minutes shall be filed in the office of the clerk and shall be a public record. [Ord. FY2011-04 §2, 2010].