

August 18 Ops Council Meeting Notes

The Operations (Ops) Council consists of the Directors and Chief of Field Services for each of the four divisions with responsibility for Job Center operations. This includes:

ESD	DPA	DVR	DBP
Tom Nelson	Katherine Farnham	Gale Sinnott	Fred Esposito
Ken Mill	Mary Rogers	Russ Cusack	Mike Shiffer

The Ops Council met in Wasilla on August 18, 2004 and discussed the following agenda items: Mat-Su redesign of the Job Center, Common Intake form, Project Updates, and Manager position description.

The local Mat-Su redesign team gave a PowerPoint presentation titled: “The Wasilla Job Center, a Platform for Change”. The presentation provided an inclusive overview of the history of the job center and their efforts to work together. It provided employment growth information and trends for the future showing the need for a functional, integrated job center. The presentation provided two options, the first one meeting the needs of the clients by incorporating the “one door” feature and grouping of “like services” together. The second option that was presented didn’t really encompass the needs of the clients and the need for growth. Both options are being reviewed by the Directors and their Administrative Managers for feasibility and cost allocation. The Ops Council will speak on this topic during their September meeting.

Director Katherine Farnham spoke on the Common Intake form. The results were small from the last month, so the form is being circulated again to all of the Job Center Staff members and Sean O’Brien will continue to collect the feedback. The “work group” will be meeting on 9/10/04 from 10:30 – Noon. The minutes from that meeting will be provided to the Ops Council at the September meeting.

Director Tom Nelson provided the Ops Council with the position descriptions for the manager position. The Ops Council members will each review these descriptions and provide feedback at the September meeting. It is believed that the Ops Council should focus on the Navigator position leaving the supervision and programmatic issues with the divisions.

The Ops Council meets on the 3rd Wednesday of each month. If you have any comments, questions or concerns, please raise these with any one of the members of the Council, listed below.

Katherine Farnham, Director	DHSS – Public Assistance	katherine_farnham@health.state.ak.us
Fred Esposito, Acting Director	DOLWD – Business Partnership	fred_esposito@labor.state.ak.us
Tom Nelson, Director	DOLWD – Employment Security	thomas_nelson@labor.state.ak.us
Gale Sinnott, Director	DOLWD – Vocational Rehabilitation	gale_sinnott@labor.state.ak.us
Russ Cusack, Chief	DOLWD – Vocational Rehabilitation	russell_cusack@labor.state.ak.us
Ken Mill, Chief	DOLWD – Employment Security	ken_mill@labor.state.ak.us
Mary Rogers, Chief	DHSS – Public Assistance	mary_rogers@health.state.ak.us
Mike Shiffer, Chief	DOLWD – Business Partnership	mike_shiffer@labor.state.ak.us