
MINUTES
Alaska Industrial Development and Export Authority
and Alaska Energy Authority
Continuation of February 14, 2008 Board Meeting
Monday, February 18, 2008 10:15am
Joint Board Meeting
Anchorage, Alaska

1. CALL TO ORDER

Chairman Kelsey called the meeting to order at 10:30 a.m. A quorum was established.

2. BOARD OF DIRECTORS ROLL CALL

Members present in Anchorage: John Kelsey (Chair - Public Member); Commissioner Patrick Galvin (Department of Revenue); Commissioner Emil Notti (Department of Commerce, Community & Economic Development); and Commissioner Leo von Scheben (Department of Transportation & Public Facilities).

Member participating via teleconference: John Winther (Vice-Chair, Public Member).

3. PUBLIC ROLL CALL

Staff Present in Anchorage: Sara Fisher-Goad (Acting Executive Director); Sherrie Siverson (Administrative Assistant); joined meeting after Executive Session: Christopher Rutz (Procurement Manager).

Public Present: Deputy Commissioner Brian Andrews (Department of Revenue) and Brian Bjorkquist (Department of Law).

4. PUBLIC COMMENTS

No public comments were heard.

5. PRIOR MINUTES

No prior minutes were reviewed.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

7A. Executive Director Search

MOTION: Commissioner Galvin moved to go into Executive Session to discuss the strategy for negotiations with perspective applicants, interviews with candidates for the AEA Executive Director, and compensation for the Acting Executive Director. Seconded by Commissioner Notti. There being no discussion, the question was called. A roll call vote was taken and the motion passed unanimously.

EXECUTIVE SESSION: 10:31 a.m.

The joint meeting of the AIDEA and AEA Board of Directors reconvened at 4:32 p.m.

A quorum was established. Chairman Kelsey advised that the Board had not taken any formal action on the matters discussed.

9. BOARD COMMENTS

Commissioner von Scheben on behalf of the Board thanked Sara for serving as Acting Executive Director and also commended her on a job well done. He also reiterated his desire to pursue an employee survey.

Ms. Fisher-Goad informed the Board that there were several issues, including at least one loan, which may require board action before the April meeting.

Commissioner von Scheben asked if a proposal that includes the scope and budget for an employee survey could be ready for the April meeting. Ms. Fisher-Goad replied that staff has a rough scope of work and estimates a budget of \$15-25K.

Mr. Christopher Rutz confirmed that staff could issue an RFP, similar to the process followed for the Executive Director Search. There are three firms that could do a survey, depending on what level of involvement the Board would like to have and whether they wish to review the scope of work in advance.

Commissioner von Scheben stated that he would like management to notify staff about the survey and questionnaire to be filled out and returned by each employee, after which each employee should be interviewed personally by the third-party consultant. A debriefing paper will then be presented to the Chairman, who will decide if he wants to forward it to board members and/or management.

Ms. Fisher-Goad asked if this can be taken as the Board's direction for staff to move forward and pursue a vendor, including signing a contract. This course of action was confirmed by the Chairman and Commissioner von Scheben.

Mr. Rutz said that one of the consultants he spoke with suggested group or departmental interviews in addition to individual interviews.

Commissioner von Scheben confirmed he was open to the consultants' suggestions and wants the Executive Directors to have documented feedback from staff as soon as they begin their new positions.

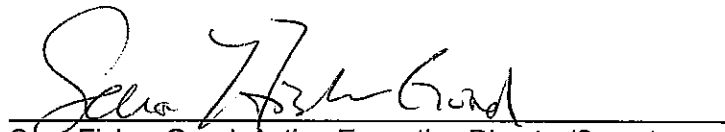
Commissioner von Scheben reiterated that the Chairman should receive the feedback and decide how to disseminate the confidential information. Mr. Bjorkquist did not see any legal issues with this plan.

Deputy Commissioner Andrews asked if a board meeting could be convened on short notice if the Governor's office takes action on their letter of recommendation for an AEA Executive Director. Mr. Bjorkquist replied that a board meeting can be scheduled with a three-day notice for an emergency meeting and a five-business-day notice for a regular meeting.

Mr. Rutz provided an overview of the process the Growth Company will follow in their search for an AIDEA Executive Director. AIDEA will publish the job description. If the Growth Company has any questions, we will consult with Deputy Commissioner Andrews. The Growth Company will then do three levels of interviews: 1) create a list of interview questions; 2) conduct phone interviews; and 3) provide the Board with a list of all applicants and their suggested short list of candidates for interviews with the Board. The Board will then have the opportunity to respond and schedule interviews for the last week of March.

10. ADJOURNMENT

There being no objection and no further business of the Board, the meeting was adjourned at 4:41 p.m.

A handwritten signature in black ink, appearing to read "Sara Fisher Goad", is written over a horizontal line.

Sara Fisher Goad, Acting Executive Director/Secretary
Alaska Industrial Development and Export Authority
and Alaska Energy Authority