**Stakeholder’s Meeting**

**Attendees**: Frank Chestnut, Doug Jensen, Ken Hollingsworth, Mickey Hutto, Sherry DeLoach, Gene Dudley, Bill Hornsby, Karen Montgomery, Josh Laney

**Members Absent:** Ed Castile, Fitzgerald Washington

**Purpose:** Review ApprenticeshipUSA Action Planning Tool

**Meeting Minutes:**

Doug discussed the purpose of the Action Planning Tool

* Unified Apprenticeship System
* Expansion of Apprenticeships
* Secondary purpose: Create Strategic Plan

Self-assessment of State’s readiness to expand apprenticeships

Planning document to go after other funding sources

Next grant due September 7 – DOL ApprenticeshipUSA Expansion Grant

* SGA outlines what we have to do to apply for the expansion grant

Accelerator Grant Requirements

* Submission of Program Narrative Report – 8/15/2016
* Submission of ApprenticeshipUSA Action Planning Tool – 8/15/2016
* Submission of revised budget – 8/15/2016

**Note:** ApprenticehsipUSA Action Planning will be used as a Baseline document for developing Apprenticeship Alabama structural and operational Strategic Plan

**Note:** ApprenticeshipUSA Action Planning Tool will be used as a Plan and set the stage for future grants planning moving forward

Doug explained the Apprenticeship Planning Tool to Josh Laney. There was discussion regarding the **“Comments and notes”** that were in the Tool. (i.e. Why we assessed ourselves using 1 to 4 ranking scale)

**“Practice and examples”** captured major action for the group.

Next, we worked on the Assessment tool as a group assessing the content

Meeting adjourned at 12:00pm

Doug, Frank, Ken, Karen, Sherry, & Patsy reconvened at 1:00pm to review changes for flow and feasibility.

Meeting adjourned at 3:025pm