Kodiak Area Native Association (KANA) Pub. L. 102-477 Narrative Report

Introduction

The Kodiak Area Native Association (KANA) was formed in 1966 as a 501 (c) (3) nonprofit corporation providing health and social services for the Alaska Natives of the Koniag region. The KANA service area includes the City of Kodiak and six remote Alaska Native villages (Akhiok, Karluk, Larsen Bay, Old Harbor, Ouzinkie, and Port Lions) encompassing ten federally recognized Tribes of Kodiak Island. From the date of incorporation, KANA has been governed by a Board of Directors with varying representation from each of the villages, including one representative from the “at large” Native population on Kodiak Island. The KANA Board of Directors is governed by its members.

The Mission Statement of the Kodiak Area Native Association is as follows:

To elevate the quality of life of the people we serve.

477 Program Elements

The KANA 477 Program serves the Tribes with a variety of programs depending on the authorizing resolutions. Some tribes manage their own Education, Job Placement & Training or Johnson O’Malley Programs while others authorize KANA with resolutions to provide these services. While some programs may have separate management entities, the overall goal of KANA’s 477 Program is to integrate services. Currently these services include:

- **BIA**
  - Job Placement & Training (JP&T)
  - Scholarships (HE)
  - Johnson O’Malley (JOM)
  - General Assistance (GA)

- **DOL**
  - Workforce Investment Act (WIA)
  - Adult Comprehensive
  - Supplemental Youth Services (SYS)

- **HHS**
  - Child Care Development Fund (CCDF)
  - Native Employment Works (NEW)

KANA’s 477 Program is supplemented by and incorporated in the same building with other KANA Community Services division programs including TANF/Case Management, Tribal Vocational Rehabilitation, and Economic Development. Additionally, KANA maintains strong partnerships with many Tribal Councils, the school district (KIBSD) and Kodiak College, non-profit organizations, and businesses within the Koniag Region.
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KODIAK AREA NATIVE ASSOCIATION | FY 2014

KANA’s Child Care Assistance Services
Any person within the Koniag region who meets the definition of American Indian or Alaska Native may be eligible for KANA’s child care services. KANA provides child care assistance to eligible parents and/or legal guardians in the form of KANA issued certificates that can be used towards three different options of childcare: Center Based child care, Licensed Home care, and Registered Exempt/Home care.

- **Direct Services**: The CCDF portion of the 477 Program provided funding for 19 families and a total of 32 children to receive child care assistance during the reporting period. This funding enabled the parents to gain or maintain current employment or to continue with educational programs due to having access to affordable and reliable child care. During the child care assistance application process, the Employment, Training and Support Services department staff provided services by assisting parents with finding an appropriate provider, clarifying the certificate approval and issuing process and working with parents to ensure that co-payments are being made to providers.

- **Parent and Provider Education**: KANA’s 477 Program sends out monthly parent and Child Care Provider letters that highlight program outreach efforts, upcoming Child Care Provider trainings, and family involved child focused activities. The 477 Program helped fund a variety of trainings in this reporting period. KANA’s 477 Program and Temporary Assistance for Needy Families (TANF) program and other Kodiak Early Childhood Coalition (KECC) members partnered to provide “Parenting with Love & Logic” in March and April 2014. The six-week series offered childcare, dinner and parenting skills education on a weekly basis and was very well attended by parents from the community (which included parents from both the TANF and the 477 Programs.) This year’s training focus was on parenting skills for primary school age children. Providing support for this parent training was also part of the 477 Program’s cross-training to assist 477 staff in understanding the TANF program’s shift to include “family first” support and goals for those families not able to achieve “work first”.

The 477 Program also held a Provider Chat/Open Forum with co-presenter Renee Lipps, State Local Administrator of the LeeShore Center where providers were given training on the differences between State and KANA agencies’ billing processes, requirements and benefits, and providers were also given time to troubleshoot and discuss concerns. Approximately eleven licensed and approved providers attended.
As part of KANA’s Child Care Providers’ training needs identified in FY 2013, KANA’s 477 Program’s goal of working with the Kodiak Early Childhood Coalition (KECC) to develop the annual Kodiak Children’s Fair into a larger opportunity for Child Care Provider Training grew into a complete success. Additional trainings were made available through coordination with KECC contributing organizations as part of this year’s Children’s Fair themed “Encouraging Health and Fitness”. Previously, this Fair has been a venue for Kodiak families to learn more about resources available to them in the community and also provided access to vital information about childhood development and beneficial activities to implement. Providers who had attended this event previously received an hour of credit toward their Alaska State child care provider requirements; this year’s expansion to include more formalized trainings counted towards five (5) of the hours required of State Licensed providers.

In FY 2014, KANA’s 477 Program staff assisted other KECC partners to arrange to have trainers from THREAD, Alaska’s Child Care Resource & Referral Network, travel to Kodiak to provide an English and a Spanish training track of two classes: “Let’s Move” and “Keeping Children Safe: SIDS, SBS & Child Abuse.” Over three hundred and forty (340) adults and children attended the Fair and fourteen (14) English-speaking Child Care Providers and eight (8) Spanish-speaking Child Care Providers attended both of the trainings.

- **Partnerships and Community Action:** The Employment, Training and Support Services (ETSS) staff hold positions on several local coalitions that are dedicated to promoting social services and improving the conditions and availability of child care in Kodiak. These include the following coalitions: the Kodiak Early Childhood Coalition (KECC) and Kodiak Human Services Coalition (KHSC.) KANA’s 477 Program has been active in assisting these community partnerships and addressing community needs that arise from the awareness brought about by these groups. This reporting period, the relatively new staff of ETSS Case Managers and Coordinator visited other Kodiak community programs such as the Alutiiq Museum, Brother Francis Shelter, the Sun’aq Tribe, the new public library, and the KIBSD Learning Café which is now an Alaska Teach center to reintroduce themselves, learn about collaborative opportunities with current community resources and potential volunteer hours or work placements for TANF, Energy Assistance and 477 youth and adult participants. This culminated in the ETSS Coordinator implementing the creation of a quarterly distributed “Kodiak Resource List” that offers updated information on the island’s many program resources so that other providers within KANA and the KHSC are able to stay up to date and prevent service disconnects to those in need.
KANA’s Education Programs

KANA’s 477 Program provides post-secondary services. It is our goal to provide eligible students with the ability, via financial assistance and career counseling, to pursue all levels of higher education. The focus is to assess, counsel, and assist clients in preparing for self-sufficiency through provisions of a variety of educational opportunities.

- **Scholarships:** KANA’s 477 Program provided Higher Education assistance to nine (9) eligible Tribal members enrolled part-time or full-time in a four-year accredited college or university. Of these, two (2) dropped out of contact with their Case Manager, one (1) successfully graduated with honors and a degree in Rural Development and five (5) are actively pursuing their degrees. These five (5) higher education students are currently working towards degrees in the fields of Accounting, Business, General Education, Biological Science, Political Science, and one is double majoring in Nursing and Dietetics. Staff provided assistance to other regional tribes as necessary to help them implement their scholarship programs.

- **Johnson O’Malley:** KANA’s 477 Program operates preschool programs in two of Kodiak’s remote villages: Akhiok and Port Lions. At the school operated in Port Lions, the teacher is provided with appropriate trainings, lesson plans and supplies as requested. During this reporting period, the 477 Program continued to supply the preschool with crafts and small educational gifts for four (4) children between the ages of 3 and 4 during school and holiday events. In the 2013 – 2014 school year, the children were also presented with an end of year party for hugely surpassing their individual and group book reading goals. Akhiok has a Preschool at Home Program that starts with individual backpacks of age appropriate preschool and art supplies and tools and continues with a monthly mailing of easy-to-follow lesson plans, necessary paper and printed materials, and supplies for each month's crafts and learning activities which are packaged specifically for each family’s number of children. The program serves five (5) families with six (6) children total between the ages of 3 and 4, and each monthly family packet includes:
  - 20-23 Daily Lesson Plans Organized in Day to Day Order Around a Monthly Theme
  - 40-50 Take-Home Projects Per Child
  - Necessary Supplies for Crafts and Activities
  - Daily Physical Activities
  - Thematic Calendar Decorations
  - Monthly Music CD and Music Sheets
  - Instructions to Make Learning Games
Kodiak Area Native Association  
FY 2014

- Health and Safety Activities
- Cooking Suggestions
- Parent Letters and Tips for Parent Participation

**KANA’s Employment & Training Programs**

KANA’s employment services include job readiness activities, job development, job placement, support services and work first as it applies to welfare reform and work search activities. The goal of employment services is to provide participants with effective and appropriate employment and educational activities leading to economic self-sufficiency. Nine (9) businesses were assisted in this reporting period. Assistance included: Fourteen (14) youth summer work placements, a higher education scholarship recipient working full-time and going to school full-time as a Business major, an adult work placement, business assistance with setup of an adult work placement that resulted instead in unsubsidized work, and arrangement of group staff training for nine (9) adults on an Alaska Native organization relevant professional development topic.

- **Job Placement and Training Services:** ETSS coordinated a training opportunity with our State advocacy group, the Alaska Native Coalition for Employment and Training (ANCET) to provide Ironworker pre-apprenticeship training through JPT funds. An eligible village Tribal member was identified and provided extensive support services in preparation for attendance of the four week training in Anchorage in October of FY 2015. (The outcome that will be reported on in FY 2015 will be that the training provided skills that were immediately useful within the village, excellent connections for applying to the upcoming available Ironworker apprenticeships, as well as certifications: Aerial lift/Forklift Operators card and the North Slope Training Cooperative safety card.)

- **Workforce Investment Act & Supportive Services:** The KANA 477 Program supported eight (8) adult participants in work placements, vocational training and educational goals and support services as needed. One work placement participant was placed at an organization in the Koniag Region in order to gain employability skills, develop general work habits, attitudes and abilities. This participant completed HIPAA, MS Outlook and MS Word training modules provided by ETSS in order to be successful at the placement. Another participant was assisted with the complete setup of a work placement at a local grocery store, but after the formal interview, the business decided to hire the participant directly. The ETSS staff continued to assist these clients
with job coaching and support services such as training and required work clothes to facilitate future successful outcomes.

KANA’s 477 program provides diverse supportive services to participants such as:

- Providing appropriate clothing for interview and employment
- Providing appropriate gear necessary for employment (steel-toe boots, etc.)
- Assistance with gaining permanent housing
- Career Interest Assessment (WOWI)
- Assistance with purchasing text books
- Admissions and testing fees for college classes
- Providing hygienic products for interviews and initial employment

Set up of the new Employment and Training Center (formerly Job Club) at the Near Island Facility was completed this year. This set up includes four computers with a printer and dedicated high speed internet as well as a wireless hub and two laptops that allow for parents to use the child play area at the back of the building.

Coordinated service delivery for distressed program participants came together this year between KANA ETSS and the Kodiak Island Housing Authority (KIHA.) ETSS and KIHA staff meet monthly to case conference on shared clients and to leverage existing resources for training and education opportunities to better achieve shared program goals of participant self-sufficiency. These discussions have generated a faster acting safety net, created better paths to utilizing combined program resources without duplication, and help participants simplify individual steps to self-sufficiency with the same message reinforced from both of the programs.

- **Supplemental Youth Employment and Training Program (SYETP):** The Supplemental Youth Employment and Training Program was developed to help low income and/or at-risk youth gain exposure to employability skills, work ethics and job experience by partnering with community agencies and businesses to develop work assignments where youth could be placed for the summer. There were 14 youth participants during the summer of 2014. Youth were placed at various participating businesses that were located both in the city of Kodiak as well as five of the villages in the Koniag region. Of the 9 youth that applied and were not participants (4 ineligible, 3 eligible and dropped out, and 2 applied after deadline), 4 were successfully assisted with finding other employment and a 5th assisted with, but ultimately unable to secure an
internship with another program at the Alutiiq Museum. Some barriers to employment for the youth were: Lack of challenge, not wanting to get up early, transportation and lack of parental support. Youth who applied were given the opportunity to complete career interest and skill assessments with follow up individual assessment reviews. Those who engaged in work placements and their supervisors were also given the opportunity to evaluate the program, identifying what they “liked” and “didn’t like” about their experiences and how they could apply those lessons to future career search decisions. The SYETP strives to provide interesting and relevant work assignments to the participants.

Having noted the lower numbers from this summer compared to last summer and end of work placement youth and supervisor evaluations that requested interpersonal skills training, this reporting period sparked a change from a summer only program to also providing winter youth employment services. Rather than continuing with just youth work placements, an ETSS staff member flew out to each of the villages for face to face opportunities to build relationships with the Native youth. Coordination began in August and September with the Rural Schools Principal and Head Teacher of each village school. The ETSS Case Manager that focuses on youth flew out to each of the villages this October and November to provide career interest and skills assessment testing as well as hands-on training of employment soft skills to approximately fifty (50) middle and high school youth age 14 years and above. The career testing is a multidimensional career assessment that measures interests, skills and work styles, and ETSS staff are currently in the process of following up with each of the youth during individual telephonic appointments to discuss results. The interactive training focused on communicating in a professional setting with charades to test understanding of non-verbal cues, skits to rehearse interpersonal and customer service skills, and activities that illustrated not only how to follow but also give good feedback on directions. Nearly all of the youth learned to tie a tie with a Single or Double Windsor knot!

The trainings incorporated other Kodiak youth focused partners by alternating between KANA, KIBSD and AK Teach staff to provide the ETSS Case Manager with assistance on the day of the trainings and outreach for their other programs. While the main purpose of the fall travel was for youth outreach and training with roughly fifty middle and high school age youth, other important department tasks were also accomplished on these day trips such as department program update meetings with Tribal staff and Child Care Provider Health and Safety site visits.
One of KANA 477 Program’s identified goals for FY 2014 was working with the Kodiak Island School District (KIBSD), Kodiak College, Native Village entities, and other community partners to improve SYETP placement options in coordination with the changes at KIBSD to a STEM focused academy model. To that end, ETSS staff and other interested community parties have waited out a second summer of large turnover at the school district in FY 2014 and began reconnecting with the new staff identified by KIBSD as the single point of contact for internships (Alaska Teach) to create a locally based website for listing Kodiak youth internships. Meetings began in FY 2014, and development of website content is expected to occur in FY 2015. Additionally, meetings began in FY 2014 between KANA’s 477 and Economic Development programs with Alaska Teach staff to research and plan the possibility of building greenhouses in select villages with the goals of providing village youth with occupational certificates such as NCCR and OSHA construction certificates and a work site for KANA’s Supplemental Youth summer work placement program. At the end of this reporting period, the ETSS Case Manager focused on youth was also able to begin working with the youth offshoot of the Rural Leadership Forum of village leaders in government, tribal, education and private enterprise: The Students in Kodiak Learning to Lead (SKILL) Team. The Case Manager’s goal for FY 2015 is to support the growth of the SKILL Team’s projects in the villages with an emphasis on volunteerism and community awareness initiatives.

ETSS staff also had a face to face opportunity with village and Kodiak Native youth this reporting period by presenting at the Native Student Gathering: Career Fair on “Skills-Based Resumes and The Importance of Volunteer Experience”. Village youth were flown in for this event, and the 477 Program was able to provide binders for students to organize scholarship and resume documents and review and edit student resumes as part of ETSS outreach.

**Identified Barriers to KANA’s 477 Program**

- **Lack of Employment Opportunities:** The fishing industry has dominated the Koniag Region for years; however the fishing industry has changed. Local residents who were able to gain year-round employment on fishing boats or in fishing canneries, or were able to make enough in a summer to support them for the year, now find they are unable to maintain financial stability through the year. This has led several people to change job paths or seek new employment opportunities. Kodiak Island has limited resources and industries and therefore, limited employment opportunities.
- **Alcoholism and Addiction Problems:** Many of our ETSS participants face addiction issues that are difficult to overcome. Employers can be hesitant to participate in work placements because of a bad experience in the past or because of the small town mentality that they know the participant’s history.

- **Rural Villages:** While participation by our village residents is a goal, it is often difficult to serve the remote villages adequately because of extremely limited resources in the villages and the high cost of chartering planes into the villages. These trips take time and money to plan and administer effectively. Weather is a factor in the fall through spring, and in the summer many village residents are gone for months commercial or subsistence fishing on boats or at remote sites. In addition, a village trip may be one to two days, which is not enough time to work with the village residents and provide them with a full range of services and benefits.

- **Program Rebuild Continuation and Renewal Plan Submissions:** KANA ETSS’s transition to a new staff and an expanded structure continued from FY 2013 focusing on capacity building, retraining, service delivery planning, and program renewal plan preparation. Time that would normally go to beneficiaries had to be devoted to cross-training, program reorganization, and a large amount of time towards research and development and response to federal partner comments on separate 477, TANF and Energy Assistance renewal plans due for submission this year. While difficult to achieve for new staff, the Plan rewrites provided not just the Coordinator but also the Case Managers an in depth view of program goals and objectives which gave them significant buy in with their programs and energized the department’s cross-training goals. Additional time was spent on Eaglesun Tribal Assistance Software training and implementation to streamline participant tracking and coordination of services.

    The cross-training of the 477 Case Manager and TANF Case Manager resulted in an extraordinary opportunity. At the Annual Region X TANF case management conference in Seattle, the two ETSS Case Managers presented on KANA TANF’s partnership and referral strategy with KANA Behavioral Health. This was requested by the Region X federal partner to help educate other Tribal entities on the benefits of close cooperation of internal programs and program uses of drug testing to provide better service outcomes. The 477 Case Manager was provided a scholarship for all travel costs.
The Child Care component of the program continued to run smoothly and successfully, and the youth employment program adapted to beneficiary needs by improving outreach in spite of these changes. ETSS staff also contacted the State of Alaska Department of Public Assistance Child Care Licensers responsible for Kodiak Island and arranged to shadow the Licensers on a Health and Safety home inspection visit to a Licensed Child Care Provider with which KANA also interacts. This gave new ETSS staff great preparation for completing KANA Health and Safety visits in FY 2014 to KANA Approved Providers as well as spurred program materials improvements.

In response to the challenges associated with a complete staff turnover of the prior year in an already small set of employees, KANA’s separate 477 Program, Energy Assistance, and Temporary Assistance for Needy Families (TANF) programs were reorganized at the end of the 2014 fiscal year under one new KANA department: Employment, Training and Support Services (ETSS.) Beneficiaries are now able to submit applications and questions to ETSS staff through one group email, ETSS@kanaweb.org, and all federal, State and local partners are able to reach the ETSS Coordinator through one email, ETSS.Coordinator@kanaweb.org. The change was precipitated by cross-training between the programs’ Case Managers to deliver smoother beneficiary services in a one-stop shop style, and the goal of the department name is to have a clearer picture for beneficiaries and federal, State and local partners of what services are provided.

At the beginning of this reporting period, ETSS staff and other Kodiak educators and businesses provided feedback to the local two year college associated with the University of Alaska Anchorage, Kodiak College, regarding their planned improvements to the Native Studies program. In response, the college staff has been in the process of establishing the course structure for a Native Studies Occupational Endorsement Certificate (OEC) that will be focused directly on the professional development needs in the region for entry and mid-level employees with knowledge in such topics as:

- Alaska Native Governance
- Grant Writing for Alaska Native Communities
- Indigenous Leadership & Civic Engagement
- Community Project Planning
- Project Implementation
- Community Event Planning

The Native Studies OEC is expected not only to be useful to mid-level professionals currently employed at the numerous Native organizations on the island, but also to be helpful in maintaining professional knowledge in spite of the workforce turnover that naturally occurs on an island, and also provide a more applicable and achievable outcome for village youth transitioning from life in the village to town life. The ETSS Coordinator arranged for nine (9) Community Services division supervisors and applicable program staff (including all ETSS staff) to fund their own program staff members’ attendance and provide follow up feedback on the pilot Alaska Native Governance class this past summer. This one credit class provided an introduction to the roles of Alaska Native tribes, Native non-profits, and Native Corporations in the 20th century.

KANA Community Services division staff also identified methods for improving beneficiary outcomes and reducing Case Manager turnover. ETSS Case Managers attended “Trauma 101” training provided by KANA. These trainings are critical in working with children and families who are involved with Office of Children Services, individuals in need of social-emotional support, and individuals raised in difficult family circumstances. In addition, this reporting period included the start of monthly peer reflection roundtables in the division. Staff from the various Community Services programs (including ETSS) is able to reflect on their jobs as service providers and discuss anonymous successes and challenges regarding case management in a healthy and safe atmosphere.
Summary
There have been many successful components of KANA’s 477 Programs this year. Some of the successes of this reporting period are the expansion of services to year round for youth participants in the rural villages, and the continuing community partnerships that are committed to establishing a positive trend of change in the region. The upcoming year will focus on the following program improvements in response to community needs:

- Developing more opportunities for Child Care Provider Training and continuing to support village-based KANA Approved Provider attendance
- In order to prepare workforce competitive youth, the 477 program will continue working with the Kodiak Island School District (KIBSD), Kodiak College, Native Village entities, and other community partners to improve SYETP placement options in coordination with the changes at KIBSD to a STEM focused academy model
- Increasing the amount of local employers willing to participate in our WIA and Summer Youth Programs
- With the expansion of Supplemental Youth services to year round, it is the ETSS department’s goal to complete twice a year visit each of the villages that will encompass youth employment training and educational outreach, overall program outreach and updates to Village Tribal staff, and Child Care Provider Health and Safety inspections
- Continue expanding upon use of existing Eaglesun Tribal Assistance Software for tracking and reporting purposes
- Continue to review youth focused grants for incorporation into the ETSS department services and support the school district with their youth employment grant initiatives
- With the year of multiple program Plan renewals and program rebuilding to stabilization now complete, ETSS staff will seek to work with KANA Economic Development and other relevant community partners to facilitate the creation of jobs identified in KANA’s Rural Comprehensive Economic Development strategy (CEDS)