



April 27, 2017 meeting minutes

The agenda for this meeting was posted at the principle office of the Workforce Board at least 24 hours prior to the meeting date and time.

MINUTES

1. Welcome, Call to Order, Roll Call -The meeting was called to order at 10:07 AM by Chair Luckinbill. He asked Miller to take roll.
Present: Taylor Burnett, Lonnie Childress, Kat Long, Michael Leonard, Katie Blake, Rita Gravel, Dennis Luckinbill, Alex Mantz, Toni Pickle, Mike Ruby, Ali Bolz, Steve Crank
Absent: Rick Boardman, Titus Jacobs, Edana Koehler, Lila Logan, Melinda Brock, Scott Haggard, Shelia Halley, Ben Williams, Mitzi Dain, Judy Zollinger, Sheri Snyder
Guests: Mayor Homer Nicholson, Wendy Terrazas, Lisa Hughes, Katie Shirley, Jolena Graves, Lana Shaffer, Karla Pummel, Justin Carnagey, Dee Ann Gray, Amanda Wills, Charlotte Hadwiger, Stan Ralstin, Sherrain Steele, Jennifer Tressler, Diana Ball, Cheri Ezzell, Diedra Williamson, Barbara Schmidt, Tracy Brigham, Renee Samson
Staff: Christi Porter, Jennifer Miller
A quorum was declared in compliance with NOWB bylaws.
2. Workforce Board Development:
 - Oklahoma Small Business Development Centers – Lisa Hughes, Associate Business Advisor Miller provided a brief introduction of Lisa Hughes. Lisa Hughes and Katie Blake gave a presentation regarding small business development and entrepreneurial services available through the Oklahoma Small Business Development Center and High Plains Technology Center. Hughes stated the funds available were part of a statewide program part of a grant through Southeast Oklahoma State University; workshops would be provided to help overcome issues with business development. Chairman Luckinbill thanked both presenters. Chairman Luckinbill asked each site to introduce each attendee and what they do (reflected in attendance). Luckinbill stated the meetings were short on business participation.
 - Annual Training Retreat – Toni Pickle, Alex Mantz – Mantz thanked the Workforce Board for sending her to the training and provided a report about the Oklahoma Association of Workforce Development Boards annual training retreat in Oklahoma City on April 11. She said employer engagement was a big issue and connection to education; suggestions by presenter to change names of committees; and contribution of Board members into what we do at meetings, on committees, creating agendas, etc. She referred to several sheets provided as handouts and Miller will scan those sheets to send to the Board. Pickle’s report mirrored Mantz and the need for more business engagement; encouraged all to get involved with the Northwest Oklahoma Alliance. Crank also attended but due to time constraints declined to report beyond what Mantz and Pickle had presented.
 - Western Planning Region update – Miller stated both the Western Oklahoma Regional Plan and the NOWB Local Plan were out for comment until 4/28/17, no comments received to date.
3. Area Business Engagement Activities, Economic Development Pursuits, System Partner Reports - Discussion took place regarding the many businesses in the Area who were dealing with more workers reaching retirement age and expressed concerns about the future workforce. Discussion was held regarding hiring trends and workforce planning efforts. Discussion took place regarding the managing of the workforce system with few dollars and more requirements; the difference

Equal Opportunity Employers/WIOA Program – Auxiliary aids and services available upon request for individuals with disabilities

between filling out a piece of paper and getting the job done. Due to time constraints and to accommodate business members, Luckinbill asked for the Board to move to agenda item 5 and other action items, to return to reports as time allowed.

4. Originally Agenda Item 5 - Consent Agenda - Consideration and Possible Action of Consent Agenda - Unless specifically requested by a Workforce Board member to be considered separately, all items will be considered under one motion, second and roll call vote without further discussion. A description and definition of each action item on this Consent Agenda was emailed to all Workforce Board members April 23, 2017.
 - Approval of February 9, 2017 special meeting minutes
 - Approval of the Northwestern Oklahoma Workforce Development Plan (aka "the local plan")
 - Approval of the Western Oklahoma Regional Plan
 - Allow for up to 50% available Dislocated Workforce funds to be transferred to Adult by the Fiscal Agent, as appropriate and needed
 - Approval of expenditure statement for WIOA Transition funds and Incentive Funds
 - Approval of One Stop Operator Firewall statement for compliance
 - Approval of draft "Comments From The Public" Policy

Luckinbill read the consent agenda and asked three times if any NOWB member wanted something removed for separate discussion and action. Hearing none, he entertained a motion and second to approve the Consent Agenda. Pickle made a motion to approve the consent agenda, Burnett seconded the motion. A roll call vote was taken with all present voting yes. Motion passed.

5. Discussion and take possible action on an item removed from the consent agenda - No discussion or action
6. Discussion and take possible action regarding Ad Hoc Rent Committee recommendation
 - Stillwater
 - Guymon
 - Enid
 - Woodward
 - Ponca City

Miller stated all Board members received a copy of the recommendation; Board members did not desire to have the recommendation read aloud. Luckinbill asked for discussion. Long asked to clarify that the recommendation was to allow the Fiscal Agent to move forward with lease agreements that were at or around the budgeted \$250 per person per month all-inclusive rent. Having received that clarification she made a motion to approve the recommendation, Ruby seconded the motion. Luckinbill asked for any further discussion, hearing none he asked for a roll call vote. A roll call vote was taken with all present voting yes, 1 abstain by Crank, and zero no. Motion passed.

7. Discussion and possible action to approve the recommendation from the Ad Hoc Committee that reviewed the CDSA Contract Extension Standards - Luckinbill lead discussion after reading the recommendation to the Board. He stated the review showed CDSA did not meet all the required standards to have their contract extended for a year and that some weaknesses were noted. He stated the committee took into consideration the possible consolidation of the Southwest Area with Northwestern and the understandable rebidding of the WIOA Title I programs and One Stop Operator for the newly designated area. The recommendation asked for a compliance plan to be developed and only a 4 month extension from July 1, 2017-October 31, 2017. Discussion took place regarding the review; Cheri Ezzell, CDSA Executive Director, stated CDSA was an experienced provider of services, shared her thoughts about the contract extension standards, and appreciated the opportunity to move forward. Luckinbill entertained a motion to approve the recommendation as written. Ruby made a motion to approve the recommendation as written, Long seconded the motion. Luckinbill asked for any further discussion, hearing none he asked for a roll call vote. A roll call vote was taken with all present voting yes. Motion passed.
8. Originally Agenda Item 4 - Discussion of Fiscal Agent Report and Board Staffing Report – Grey provided a brief review of the Fiscal Agent Report and answered questions.
9. Discussion of new business or any matter not known about or which could not have been foreseen prior to the time of posting - none

10. Comments from the Public - Crank stated he had read the Western Oklahoma Planning Region and The NOWB Local Plan; both were well written and valued all agency integrity and partnerships. Long stated PCDA was looking at getting an EDA grant to purchase the City Center; the 'pitch-off' winner was "Gate Hands. Mantz stated the Lt Governors Turkey Hunt was a success again, the Alva area hosted 38 hunters. Ralstin discussed new businesses, drilling activities.
11. Adjourn – next regular NOWB meeting scheduled for October 19, 2017 at 10:00 AM via video/teleconference
Mantz made a motion to adjourn the meeting, Luckinbill adjourned the meeting at 11:35 AM

Signature

Date