



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD
Regular Meeting 07/18/2019 at 9:00 a.m.

Video Conference Meeting locations

- **Enid, OK** at Autry Technology Center, 1201 West Willow, room 36A, 580-242-2750
Attendees: Ali Bolz, Steve Crank, Titus Jacobs, Dennis Luckinbill, Anissa Marquez, Toni Pickle, Mike Ruby, Allison Seigars;
- **Woodward, OK** at High Plains Technology Center, 3921 34th St., room 201C, 580-256-6618
Attendees: Diana Ball, Melinda Brock, Kevin Evans, Linda Harrison;
- **Goodwell, OK** at Oklahoma Panhandle State University, Science and Agriculture Building, 417 W. Sewell St., room 202, 580-349-2611
Attendees: Lonnie Childress, Mitzi Dain, CJ Rose- CLEO;
- **Ponca City, OK** at Pioneer Technology Center, 2101 N. Ash, room C101 D, 580-762-8336
Attendees: Rita Gravel, Michael Leonard, Katie Blake;
- **Altus, OK** at Southwest Technology Center, 711 West Tamarack Road, room 109A, 580-477-2250
Attendees: Jennifer Bogle, Sandra Cusher, Dale Latham;
- **Burns Flat, OK** at Western Technology Center, 621 Sooner Drive, room 201 in the Math & Science Building, 580-562-3181 ext. 281
Attendees: Haley Adams, Misty Carter, Jim Curry, Mike Hixson, Jim Mason, Jon Merrifield, Steve Myers, Ed Phillips

Agenda

1. **Call Meeting to Order & Introductions:** Dennis Luckinbill, Board Chair
2. **Compliance with Open Meetings Act:** Declaration of quorum - Dennis Luckinbill, Board Chair

The Agenda was posted at least 24 hours prior to the date and time of this meeting and filed in accordance with the Oklahoma Open Meeting Act.

3. **Roll Call:** Christi Porter, WOWDB Executive Director
4. **Discussion and Possible Action:** 04/18/19 Meeting Minutes – Dennis Luckinbill, Board Chair – **See Attachment # 1**
5. **Discussion and Possible Action:** Board Staff report, Christi Porter, Executive Director
 - a. Budget
 - b. Sector Strategy Discussion – Outreach
 - i. WEX for business
 - ii. OJT increase
 - iii. Outreach material

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- c. Plan/MOU IFA Updates - next meeting at 11 a.m. on July 30, at High Plains Technology Center, Room 205
 - i. Local
 - ii. Regional
 - d. Board Certification
 - e. CASAS/Virtual Job Shadowing – Laptops and Tablets
 - f. Engage Oklahoma presentations – July 15th and 16th at Woodward and Lawton
 - g. USDOL and State Monitoring Update
 - h. Policies continuing to be updated
 - i. Offices in Elk City and Kingfisher as budget allows
 - j. Technical Assistance: IPS Training held June 13th and 14th
 - k. WOWDB Monitoring report from Connie Sharpe, EMSI – last quarter pending
 - l. Carry over funds update
 - m. Fiscal Monitoring PY18 - underway
 - n. Website: <https://wowdb.org/>
 - o. Signs – See attached photos – **See Attachment 2**
 - p. \$74,000 from OOWD
6. **Discussion and Possible Action:** Center Certification Applications – Accept and approve Center Certification Applications from the One Stop Operator. The Center Certification Team is Christi Porter, et al; Jorge Martinez with ORO for Ponca City, Stillwater and Enid, and Trina Southard for Guymon, Weatherford, and Altus – **See Attachment 3**
7. **Discussion and Possible Action:** Ratify the actions of Executive Meeting:
- a. Contract Extension: Service Provider, Odle Management Group, LLC – **See Attachment 4**
 - b. Contract Extension: One Stop Operator, Odle Management Group, LLC – **See Attachment 4**
 - c. Bylaws – signed by CLEO – **See Attachment 5**
 - i. No Alternative Designee
 - ii. Leave Quorum Same
 - iii. Add one more Executive Committee Member-Mike Hixson Elected
8. **Discussion and Possible Action:** NAWB dues – **See Attachment 6**
9. **Discussion and Possible Action:** One Stop Operator Report: Tara Goldman, One Stop Operator, Odle Management – **See Attachments 7 & 7a**
10. **Discussion and Possible Action:** Business Services Report: Lolia Iscoa, Business Services Representative, Odle Management – **See Attachment 8**
11. **Discussion and Possible Action:** Fiscal Agent Report – Rosaland Rathbun, COWIB – **See Attachment 9**

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12. **Discussion and Possible Action:** Service Provider report, Hattie Wales, Operations Manager, Odle Management – **See Attachment 10**
13. **Discussion and Possible Action:** Youth Committee Update: Tonja Jones, WOWDB Programs & Performance Coordinator
14. **Discussion and Possible Action:** WOWDA Consortium Meeting: July 31, 2019 at Embassy Suites Hotel, Norman, Room Oklahoma “A”, 8:00 – 9:30 a.m. (ACCO Summer and Safety Conference)
15. **Discussion and Possible Action:** New Business that could not have been foreseen prior to the posting of this agenda
16. **No Action Needed** – Next Executive Committee Meeting September 18, 2019 at 11 a.m. at Kingfisher
17. **No Action Needed** - Next Board Meeting October 10, 2019, 9:00 a.m. at video conference locations
18. **Adjournment:** Dennis Luckinbill

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