



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

Regular Meeting Agenda

Stafford Air & Space Museum, Explorers Room

3000 Logan Road, Weatherford, OK 73096

07/15/2021 at 11:00 a.m.

Agenda

1. Call Meeting to Order & Introductions: Dennis Luckinbill, Board Chair
2. Welcome by Mayor Mike Brown
3. Compliance with Open Meetings Act: Declaration of quorum - Dennis Luckinbill, Board Chair: 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.

Reminder: please make sure all attendees have signed the sign-in sheet

4. Roll Call: Christi Porter, WOWDB Executive Director
5. Discussion and Possible Action: 04/15/21 Meeting Minutes - See Attachment A
6. Discussion and Possible Action: Consent Agenda – See Attachment B
 - a. Ratify the actions of the Executive Committee Special Meeting June 30, 2021
 - i. May 2021 Financial Report
 - ii. PY 2021 Budget
 - b. Individual Training Account (ITA) Policy
7. Discussion and Possible Action: May 2021 Financial Reports, Rosaland Rathbun-COWIB – See Attachment C
8. Discussion and Possible Action: Board Staff Report, Christi Porter, Executive Director
 - a. Transition period underway for new Service Provider – Dynamic Workforce Solutions (DWFS)
 - b. RFP OSO – Special meeting will be scheduled for mid-August – proposals are due back July 30, 2021
 - c. Budget update PY21 – planning numbers used – See Attachment D
 - d. New lease at Enid Workforce Center
 - e. MOU/IFA update - Completed and submitted to OOWD for review – See Attachment E (this will not be printed for the meeting due to file size)
 - f. Regional and Local Plans: Regional Plan is approved by OOWD and the Local Plan is in progress. The Local Plan will need to be approved at the August Special Meeting as well.
 - g. Board Certification - completed and approved by OOWD –to Governors Council for final approval

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



- h. Upcoming Events:
 - i. Oklahoma Association of Workforce Development Boards Meeting July 29 (for LEOs and Board Members) at COWIB at 1:30 p.m.
 - ii. Governor's Council July 30 at Oklahoma State University Student Center, 3rd Floor, North & South Conference Room, 900 N. Portland Ave., Oklahoma City, OK 73107 at 9:00 a.m.
 - iii. Governor's Council October 29 at Oklahoma State University, Student Center, 3rd Floor, North & South Conference Room, 900 N. Portland Ave., Oklahoma City, OK 73107 at 9:00 a.m.
 - iv. Partners Conference November 3-5 at Embassy Suites in Oklahoma City
 - v. Alumni Celebration November 2 (location to be announced)
 - vi. Board Member / LEO Reception November 2 (more information to come)

9. Discussion and Possible Action: Monitoring Report, Heather Shryock, Monitor - See Attachment F

- a. OOWD monitoring- Final Report
- b. Close out PY20 monitoring (Odle)
- c. PY21 Schedule for monitoring

10. Discussion and Possible Action: Youth Committee Update: Venita McGuire, Programs and Performance Coordinator

- a. Mike Hixson is Youth Committee Chair
- b. Next meeting August 2 - location to be announced

Meetings are held on the first Monday of the second month each quarter.

11. Discussion and Possible Action: Business Services report, Laura Hammontree and Tylar Thompson, Business Services Representatives – See Attachments G

- a. Laura Hammontree
 - i. Skillful Talent Series Training
 - ii. WEX
 - iii. Apprenticeships
- b. Tylar Thompson
 - i. Negotiated Performance levels
 - ii. Rapid Response
 - iii. William S. Key in Ft. Supply
 - iv. Job Fair Presentation
 - v. Map
 - vi. BSR's new Employer Survey

12. Discussion and Possible Action: One Stop Operator Report: Willie Tiller, One Stop Operator, Odle Management – Attachment H

- a. Traffic Counts by location PY20
- b. Survey Numbers – Number completed by location and results PY20

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- c. Business Contacts – Total PY20
- d. System Issues and Resolutions

13. Discussion and Possible Action: Equal Opportunity (EO) Officer Report, Rebecca Shuyler, EO Officer

- a. Star Access and Center Certification – need vote for approval - See Attachment I
- b. Equal Opportunity (EO) Complaints

14. Discussion and Possible Action: Service Provider report, Moriah Johnson, Operations Manager, Dynamic Workforce Solutions

- a. Introduction of staff and corporate management

15. Discussion and Possible Action: WOWDB Chair Report, Dennis Luckinbill

- a. Board Attendance
- b. Reminder of Alternative Designee
- c. Executive Committee Member (Business)
- d. Copy of Bylaws – See Attachment J

16. Comments from the Public (No discussion or possible action) – 5 minute maximum per person or as time allows

17. Discussion and Possible Action: New Business that could not have been foreseen prior to the posting of this agenda

18. Discussion and Possible Action: WOWDB 2021 Meeting Schedules – Special Meeting will be held in August – to be announced; next Regular Board Meeting Date: October 14 at 11:00 a.m., at regular videoconference locations

*****IMPORTANT! If a board member wants to change videoconference locations, please let us know ASAP. The request must be made no less than 15 business days prior to the meeting due to Open Meetings Filing requirements. If a member shows up at a location other than the one designated on the notice, the member is not allowed to participate as per Open Meetings Act*****

19. Discussion and Possible Action: Next Executive Committee Meeting: September 15 and November 10, 2021, Weatherford City Hall, Wilkinson Room, 522 Rainey Ave., Weatherford, OK 73096. All Executive Committee meetings are held at 11:00 a.m.

20. Discussion and Possible Action: Next LEO Consortium Meeting: October 27, 2021 at 5:00 p.m. at Embassy Suites Hotel and Conference Center, 2501 Conference Drive, Room Oklahoma 4, Norman, 405-364-8040

21. Adjournment: Dennis Luckinbill, Board Chair