



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

Special Meeting Agenda
08/17/2021 at 11:00 a.m.

Video Conference Meeting Locations

Be prepared at all sites to wear a mask and social distance at locations

Main Site:

Enid - Garfield County OSU Extension, 316 E. Oxford Ave., Conference Room, 580-237-1228

Attendees: Ali Bolz, Cinthia Gomez, Shilah Jenkins, Dennis Luckinbill, Allison Seigars

Connecting Sites:

Altus - Southwest Technology Center, 711 W. Tamarack Rd., Room 109A&B, 580-477-2250

Attendees: Debra Brzozowski, Ken Gould (Alternative Designee for Steve Crank, Ponca City), Dale Latham, Rachel Ramirez

Alva - Northwest Technology Center, 1801 11th Street, Multi-purpose Room, 580-327-0344

Attendees: Alex Mantz

Burns Flat - Western Technology Center, 621 Sooner Drive, Adult Education Building, Assembly Room 2, 580-562-3181 ext. 281

Attendees: Haley Adams, Misty Carter, Jon Merrifield, Steve Myers

Guymon - Public Library & Arts Center, 1718 N. Oklahoma St., Conference Room, 580-338-7330

Attendees: Mitzi Dain, CJ Rose- CLEO;

Ponca City - at Pioneer Technology Center, 2101 N. Ash, Seminar Center, North quarter East side, 580-762-8336

Attendees: Katie Blake, Steve Crank, Rita Gravel, Michael Leonard;

Stillwater - Oklahoma Works American Job Center, 3006 E. 6th Street (Hwy 51), 405-624-1450

Attendees: Jim Curry, Mollie Godwin, Glen Kierstead

Weatherford - City Hall, 522 W. Rainey Ave., Wilkinson Room, 580-772-7466

Attendees: Yolanda Creswell, Mike Hixson, Ed Phillips

Woodward - WOWDB Office, 1222 10th Street, Suite 109, 580-256-8553 #3

Attendees: Diana Ball

Agenda

1. Call Meeting to Order & Introductions: Dennis Luckinbill, Board Chair
2. 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.

In order to be in compliance with the Open Meetings Act for virtual meetings, if the audio connection is lost at any time or video is distorted or frozen during the meeting, we will attempt to restore communications for a maximum of 30 minutes. If we are unable to restore communications, the meeting will be canceled and rescheduled for a later date. All members must be seen and heard throughout the meeting.

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

3. Roll Call: Christi Porter, WOWDB Executive Director
4. Discussion and Possible Action: 07/15/2021 Meeting Minutes - Attachment A
5. Discussion and Possible Action: Chair appointment of Executive Committee Member – Mollie Godwin

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6. Discussion and Possible Action: Local Plan (out for 30 day comment August 1 - August 30), request Board approval if no significant changes
7. Discussion and Possible Action: RFP Grading Committee Report – Mike Hixson
 - a. One Stop Operator Recommendation, Start and End Dates
 - b. Executive Director will negotiate budget, contract extension measures, performance and contract
8. Discussion and Possible Action: Fiscal Report - Ashley Sellers, COWIB
9. Discussion and Possible Action: Board Staff Report, Christi Porter, Executive Director
 - a. Budget modification
 - b. New numbers- total for PY2020 – Attachment B
 - c. Center Certification, Star Accessibility Assessment, Board Certification, and other submitted to OOWD for approval
 - d. Monitoring
 - e. Transition DWFS
 - f. Invoices - Odle
 - g. Policies:
 - i. Individual Training Account (ITA) - Attachment C
 - ii. Data Validation – Attachment C1
 - h. Event Updates – Attachment D:
 - i. Oklahoma Works Board Member/CLEO/LEO Training, November 2 at 9:00 a.m.– Embassy Suites, 3233 Northwest Expressway, Oklahoma City, OK 73112; *please contact Christi if you wish to attend*
 - ii. Alumni Celebration, November 2 at 11:00 a.m. - Embassy Suites, 3233 Northwest Expressway, Oklahoma City, OK 73112; *please contact Christi if you wish to attend*
 - iii. Board Member/LEO Reception, November 2 time TBA – Governor’s Mansion Reception for Board members, CLEOS, LEOS and Directors: *please contact Christi if you wish to attend*
 - iv. Oklahoma Works Partners Conference, November 3-5 - Embassy Suites -3233 Northwest Expressway, Oklahoma City, OK 73112
10. Discussion and Possible Action: Youth Committee Update: Venita McGuire, Programs and Performance Coordinator

2021 WOWDB Youth Committee Meetings
Meetings held on the first Monday of the second month each quarter. Next meeting November 1 at 10 a.m. at Northwest Technology Center, Multipurpose Room, Alva, OK
11. Comments from the Public (No discussion or possible action) – 5 minute maximum per person or as time allows
12. Discussion and Possible Action: New Business that could not have been foreseen prior to the posting of this agenda
13. Discussion and Possible Action: Establish WOWDB 2022 Meeting Schedule and Locations – Proposed Regular Board Meeting Dates: January 20, April 21, July 21 (Face to Face), and October 13 at regular videoconference locations. Review locations, listed at top of this agenda. Location and possible sponsorship for Face to Face meeting also to be determined
14. Discussion and Possible Action: WOWDB 2021 Meeting Schedules – Next Regular Board Meeting Date: October 14 at 11:00 a.m., at regular videoconference locations

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*****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*****

15. 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.
16. 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
17. Adjournment: Dennis Luckinbill, Board Chair

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