



## WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

### Consortium Meeting Agenda

10/28/2021 at 3:00 PM, Embassy Suites Hotel and Conference Center, Room University "C"  
2501 Conference Drive, Norman, OK 405-364-8040

1. Call Meeting to Order – CJ Rose, CLEO or Dennis Luckinbill, WOWDB Chair
2. Compliance with Open Meetings Act: Declaration of quorum – CJ Rose, CLEO or Dennis Luckinbill, WOWDB 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: Minutes from LEO Consortium Meeting November 14, 2019 -Attachment A
5. Discussion and possible action: PY19, PY20 and Current Financial Reports, Ashley Sellers, Executive Director, COWIB – Attachments B, C & D
6. Discussion and possible action: LEO Consortium Agreement - See Attachment E
  - a. Vice-CLEO
  - b. Reviewed Annually
  - c. Must obtain all signatures; then only new LEOs annually – See Signature Page Attached
7. Discussion and possible action: 2022 LEO Consortium Meetings to be scheduled in conjunction with the 2022 ACCO Conferences or agreed-upon dates
8. Discussion and possible action: Board Staff Report, Christi Porter, Executive Director
  - a. Website - <https://WOWDB.org>
    - i. PY20 Online Application <https://wowdb.org/apply-for-services/>
  - b. Performance – See Attachment F
  - c. Business Services Team added in 2020 - Laura Hammontree and Mikel Robinson, Business Service Representatives
    - i. BSR Update
      1. Performance
      2. Employer Surveys
      3. Social Media Accounts – Instagram, Facebook, Twitter, TikTok
  - d. Monitoring Updates – Heather Shryock, Monitor
    - i. Local Monitoring
    - ii. OOWD Monitoring
    - iii. USDOL Monitoring
  - e. Local and Regional Plans: <https://wowdb.org/about-us/regional-and-local-plans/>
  - f. Western Area Briefing – See Attachment G
  - g. MOU/IFA - Update sent to OOWD June 23, 2021 - copies available upon request
  - h. Sector Strategy – Focus on Healthcare and Manufacturing
  - i. Youth Committee – Venita McGuire, Programs and Policy Coordinator
    - i. Success Stories

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- ii. Newsletter
  - iii. Social Media Accounts – Instagram, Facebook, Twitter, TikTok
9. Discussion and possible action: EO Report- Rebecca Shuyler, EO Officer
    - a. Center Certification and Accessibility Assessments completed May 2021
    - b. Equally Effective Alternate Access Plans (EEAAPs) in place for all centers except Enid and Weatherford (100% compliant)
    - c. Relocating Woodward and Altus AJCs due to ADA Compliance issues
    - d. Repeat All Star Accessibility Assessments in 2022
    - e. 5 EO Complaints during Service Provider transition (resolved with internal Personnel Policies in place); no program EO complaints received from participants
  10. Discussion and possible action: One Stop Operator Report: Jeremy Zeller, One Stop Operator, Southern Workforce Board
    - a. Traffic Counts
    - b. Survey Numbers
    - c. System Issues and Resolutions
    - d. Performance
  11. Discussion and possible action: Service Provider Report, Moriah Johnson, Operations Manager, Dynamic Workforce Services
    - a. Adult/DLW/Youth Enrolled, Direct Client Dollars spent
    - b. Contract Extension Performance Measures
  12. Discussion and possible action: Chairman’s Report, Dennis Luckinbill
    - a. Board Attendance Review by Executive Committee
    - b. Executive Committee also serves as Financial Committee-Approve Budget
    - c. RFP Grading Committee - One Stop Operator (OSO) and Service Provider
      - i. July 1, 2021 Service Provider: Dynamic Workforce Solutions
      - ii. October 1, 2021 One Stop Operator: Southern Workforce Board
    - d. WOWDB Meetings
      - i. 2022 Regular Meetings January 20, April 21, July 21 (Face to Face, see below), and October 20
      - ii. Face to face WOWDB board meeting July 21, 2022 at 11:00 a.m. at Stafford Air and Space Museum in Weatherford; AFL CIO providing lunch
      - iii. See agendas and approved minutes at <https://wowdb.org/meetings/board-meetings/>
    - e. WOWDB Executive Committee Meetings
      - i. 2022 Meetings: March 16, June 15, September 21, and November 16
      - ii. Regular Meeting November 10, 2021
      - iii. See agendas and minutes at <https://wowdb.org/meetings/executive-committee-meetings/>
  13. Discussion and possible action: New Business that could not have been foreseen prior to the posting of this agenda
  14. Adjournment