



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

Executive Committee Meeting

03/16/2022 at 11:00 a.m., Weatherford City Hall, Wilkinson Room,
522 West Rainey Avenue, Weatherford, OK 73096

Members: Mollie Godwin, Mike Hixson, Dennis Luckinbill, Ed Phillips

Agenda

1. Call Meeting to Order - Dennis Luckinbill, Board Chair
2. Roll Call - Christi Porter, WOWDB Executive Director
3. Discussion and Possible Action: Consent Agenda:
 - a. Minutes from Executive Committee Meeting, November 10, 2021 - Attachment A
 - b. Policy Updates - Center Certification
4. Discussion and Possible Action: Board Attendance Report – Attachment B
5. Discussion and Possible Action: Financial Report, Fiscal Agent COWIB, Rosaland Rathbun – Attachment C
6. Discussion and Possible Action: Board Staff Report, Christi Porter, Executive Director
 - a. Vote to move up DLW funds to Adult as follows -Attachment D:
 - i. **UP TO 50%** PY21 5210-00163 (WO DLW 070121-063023 AA36340-21-55-55-A-40 17.258) **PY21** Current balance = \$58,777.84
 - ii. **UP TO 45%** FY21 5208-00113 (WO DLW 100120-063022/123122 AA34788-20-55-A-40) **FY21** current balance = \$341,008.27
 - iii. **UP TO 59%** PY22 5211-00180 (WO DLW 100121-063023 AA36340-21-55-55-A-40 17.258) **PY22** current balance = \$448,858.47
 - b. American Job Center Updates:
 - i. Weatherford office under new management, new contract
 - ii. In the process of moving Altus office
 - iii. Woodward office out of compliance for EEAAP- OESC working on a space request and move with Steve Crank, OESC. OSO reaching out to WIOA partner and community partners to see if they are interested in co-locating.
 - iv. WOWDB staff working on getting WiFi in all the AJC without WiFi access

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.



- c. PY20 monitoring by OOWD January 24 - 29, 2022; awaiting initial report (OOWD has 45 days to submit to WOWDB)
- d. Performance:
 - i. WOWDA met all PY20 federal performance as per policy and received \$25,000.00 in incentive funds -Attachment E
 - ii. DWFS Performance, need to review contract extension measures and make a recommendation to the Board regarding extending contact to PY22 – See Attachment F
 - iii. BSR performance- had review with OOWD on October 12th, 2021- Met negotiated performance for 1st quarter. OOWD in the process of contacting local boards for 2nd quarter review.
- e. Sector Strategies: (Healthcare & Manufacturing)
 - i. OOWD will be taking applications for projects for sector strategies. Business and organizations can apply. There will be approximately 10 @ 100,000.00 each. Rural Areas get additional points during the evaluation process and there is a requirement that all projects work with the local workforce boards.
 - ii. Approximately 5 that were awarded funds last year will be given additional funds to continue their projects
 - iii. Local Board will also be given sector strategy funds.
- f. Working on:
 - i. Updating contracts from list from Fiscal Agent
 - ii. Updating LEO Consortium agreements, bylaws and setting meetings
 - iii. LEO Consortium meeting March 24 in Woodward at Northwest Electric, 2925 Williams Ave, Woodward, OK 73801 580-256-7425
 - iv. IFA's for next year
 - v. PY22 Budget
 - vi. Sector Strategy Proposal for additional funding from OOWD
 - vii. BSR's focus on Healthcare and Manufacturing. Getting the word out about the Sector Strategy funding available through OOWD.
 - viii. Services Providers focus on WEX (20% requirement) and DLW (40% requirement)
 - ix. OSO working on more surveys being taken at each AJC
 - x. Updating Policies as OOWD releases new policy.
 - xi. 100% real time monitoring by WOWDB staff

7. Discussion and Possible Action: EEO report, Rebecca Shuyler, EO Officer

- a. No EO Complaints for Quarter

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- b. EEAAP Follow-up, recommended some centers move due to not being ADA compliant-working on this with OSO
- c. Stars Accessibility is pending policy (phase II) update by OOWD, Center Certification and Stars Accessibility not due for 2 years, will continue to do both together.

8. Discussion and Possible Action: Executive Session: Employment Evaluation of Christi Porter, Executive Director

9. New Business

10. No action required: Upcoming Meetings:

- a. Regular Board Meeting – April 21; save the dates for July 21 (Face to Face), and October 20
- a. Executive Committee Meetings: June 15; save the dates for September 21 and November 16.

11. Adjournment

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