



WESTERN OKLAHOMA WORKFORCE DEVELOPMENT BOARD

LEO Consortium Meeting Agenda

04/06/23 at 8:00 AM, Embassy Suites Hotel & Conference Center,
2501 Conference Drive, Rooms Boomer A & B, Norman, OK

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 – Rebecca Shuyler, WOWDB Executive Director
4. Discussion and possible action: Minutes from LEO Consortium Meeting November 3, 2022 -Attachment A
5. Discussion and possible action: Financial Report, Ashley Sellers, COWIB, Fiscal Agent – Attachment B
6. Discussion and possible action: Board Staff Report, Rebecca Shuyler, Executive Director
 - a. PY21 OOWD Monitoring: February 27-March 3; awaiting initial report
 - b. American Job Center Updates:
 - i. Woodward office update
 - ii. Altus relocation update
 - c. PY22, Q2 Performance – Attachment C
 - d. LEO Consortium Agreement – will continue to maintain signatures as Commissioners change
 - e. Impact Partnership Grant-\$50,000 awarded to WOWDB (formerly Sector Strategy): Focus on Healthcare and Manufacturing
 - f. Local Plan update underway- Due June 1
 - g. Governor’s Executive Order – overview and update
7. Business Services Team – Donna Hunter, Lead Business Service Representative
 - a. BSR Update - Attachment D
 - i. Impact Partnership Grant (IPGs)
 - ii. Performance
 - iii. Employer Surveys
 - iv. Social Media Accounts – Instagram, Facebook, LinkedIn
8. Monitoring Updates – Venita McGuire, Programs and Policy Coordinator
 - a. Local Monitoring- Update of Procedures
9. Youth Committee – Venita McGuire, Programs and Policy Coordinator
 - a. 2023 Meeting Dates May 8, August 7, November 6
 - b. Social Media Accounts – Instagram, Facebook
 - c. Youth Flyer-See Attachment E
10. Discussion and possible action: EO Report- Venita McGuire, EO Officer
 - a. Center Certification and Accessibility Assessments May 2023 on hold- awaiting State Policy and guidance



- b. Equally Effective Alternate Access Plans (EEAAPs) in place for all centers except Weatherford (100% compliant). New locations will be accessible upon lease.
 - c. Review of policies to ensure accessibility
 - d. No program EO complaints received
11. Discussion and possible action: One Stop Operator Report: Mandy Cox, One Stop Operator, Southern Workforce Board - See Attachment F
- a. Traffic Counts and Survey Numbers
 - b. System Issues and Resolutions
 - c. Performance (Contract Extension Measures)
 - d. Newsletter
12. Discussion and possible action: Service Provider Report, Melissa Frederick, Operations Manager, Dynamic Workforce Services- See Attachment G
- a. Adult/DLW/Youth Enrolled, Direct Client Dollars spent
 - b. Contract Extension Performance Measures
13. Discussion and possible action: Chairman's Report, Dennis Luckinbill
- a. WOWDB LEO Consortium Meetings
 - i. 2023 Meetings November 2 at 8:00 a.m. at Embassy Suites Hotel & Conference Center, Room University C, 2501 Conference Drive, Norman, OK
 - ii. See agendas and approved minutes at <https://wowdb.org/meetings/local-elected-official-leo-consortium/>
 - b. WOWDB Meetings
 - i. 2023 Regular Meetings April 20, July 20 (Face to Face, see below), and October 19 at regular videoconference locations unless otherwise indicated
 - ii. Face to face WOWDB board meeting July 20, 2023 at 11:00 a.m. at Timothy T. Day Business Enterprise Center, SWOSU, 1121 N 7th Street, Weatherford, OK 73096
 - iii. See agendas and approved minutes at <https://wowdb.org/meetings/board-meetings/>
 - c. WOWDB Executive Committee Meetings
 - i. 2023 Meetings: June 21, September 20, and November 15
 - ii. See agendas and minutes at <https://wowdb.org/meetings/executive-committee-meetings/>
14. Discussion and possible action: New Business that could not have been foreseen prior to the posting of this agenda
15. Adjournment