



**Green Country Workforce Development Board  
Executive Committee  
06/30/2021 Special Meeting Minutes**

1:01 p.m. | The Executive Committee Chair, Delaney Rea, called the meeting to order.

**ATTENDEES**

**Members:** Celia Armstrong, Kelly Beyer, Ken Busby, Mike Ebert, Joseph Fuller, Amber Hatten, Jay Littlejohn, Delaney Rea, Peter Selden, Tim Thompson

**Absent Members:** Tom Albaugh, Diane Kelley

**Board Staff:** Rachel Hutchings, Jeanne Blackwell, Julie Van De Wege

**Guests:** None

Item	Description / Discussion	Action
1.	<b>Introductions</b> took place.	<u>No Action Necessary</u>
2.	<p><b>Update</b> and discussion regarding Program Year 2021 Service Provider Contract Items was facilitated by the Chair. The Green Country Workforce Development Board Executive Director, Rachel Hutchings provided the following update:</p> <ul style="list-style-type: none"> <li>• Signed Letter of Intent with Eckerd</li> <li>• Eckerd begins providing services on July 1, 2021</li> <li>• Eckerd is actively hiring for multiple open positions.               <ul style="list-style-type: none"> <li>○ Instructor position – will help with Job Seekers</li> <li>○ Currently, the following number of Service Provider staff are at these locations:                   <ul style="list-style-type: none"> <li>▪ Eufaula – 1</li> <li>▪ Muskogee – 4 (1 of whom is a Lead Career Coach)</li> <li>▪ Okmulgee – 3</li> <li>▪ Sallisaw – 1</li> <li>▪ Sapulpa – 2</li> <li>▪ Stillwell- 1</li> <li>▪ Tahlequah – 2</li> <li>▪ Tulsa - 4 (1 of whom is a Lead Career Coach)</li> </ul> </li> </ul> </li> <li>• Eckerd will strictly be providing Job Seeker clients with the following:</li> </ul>	<u>No Action Necessary</u>

**Committee Members:** Tom Albaugh, Celia Armstrong, Kelly Beyer, Ken Busby, Mike Ebert, Joseph Fuller, Amber Hatten, Diane Kelley, Jay Littlejohn, Delaney Rea, Peter Selden, & Tim Thompson

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TDD/TTY: 1-800-722-0353

- Direct Career Services
- Supportive Services
- Incentive Payments
- No breaks in service
- Virtual enrollments will continue as needed.
- Eckerd staff will have @greencountryworks.org email addresses.
- Salesforce Training starts July 12 for the frontline staff.
- Former Service Provider is dropping off hardware is being processed and assigned to Eckerd staff.
- Muskogee, Tahlequah, Okmulgee IT upgrades start in August 2021.
- Eckerd's Statement of Work due next Thursday and will be used to build the contract. Executive Committee members, Pete Selden and Tim Thompson volunteered to help. Measures will likely be done by the end of July 2021. Negotiations with the State are expected in August 2021.
- Transferring all of the interns who are participating in a Work Experience (WEX) over per the direct contract with Manpower.

When asked if any former Service Provider staff had been hired, Rachel Hutchings, responded that, as of yesterday, Eckerd reported that two former Service Provider staff members applied for positions that were no longer open to fill. Rachel affirmed that Eckerd has reached out to all former Service Provider staff in a Town Hall format. Rachel iterated that the Board/Board staff cannot get involved in Eckerd's hiring decisions and explained that the Request for Proposal (RFP) was required. Discussion took place, and the Chair summarized that the RFP did and the Contract will, along with the measures handed down by the State, resolve a lot of the issues identified within previous contracted service relationships.

The Chair reported that on Thursday, June 24, 2021, a former Service Provider, Dynamic Workforce Solutions, filed an appeal to the RFP selection of award, but no details of the appeal were disclosed during this meeting. The points of appeal were reviewed thoroughly, and the full appeal was shared with the Oklahoma Office of Workforce Development, who reached the same conclusion. The detailed response is being developed, and contract negotiations with Eckerd are not interrupted by the appeals process.

Amber Hatten iterated concern that the RFP Selection Ad Hoc Committee, on which she served, should have had more information to make an informed decision. Amber Hatten clarified that she thinks that the Board is moving in the right direction, and it is time to move on.

Rachel Hutchings stated that, starting in August, a regular reporting

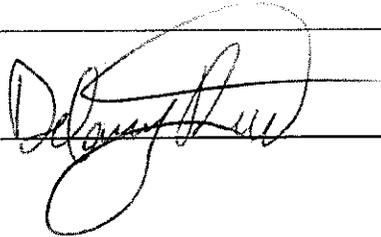
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	cadence will return to the Board meeting cycle.	
3.	<p><b><u>Motion to Enter Executive Session:</u></b> Motion to enter Executive Session pursuant to Section 307 of the Oklahoma Open Meeting Act Title 25, Oklahoma Statute § 311, (B)( 2) authorizing the executive session on matters discussing negotiations concerning employees and representatives of employee groups.</p> <p>Discussion concerning a former employee took place.</p>	<p><b><u>Motion to Enter Executive Session at 1:32pm:</u></b> Ken Busby</p> <p><b><u>Second:</u></b> Joseph Fuller</p> <p><b><u>Vote:</u></b> Approved Unanimously</p>
4.	<p><b><u>Motion to Exit Executive Session</u></b></p>	<p><b><u>Motion to Exit Executive Session at 2:12pm:</u></b> Ken Busby</p> <p><b><u>Second:</u></b> Celia Armstrong</p> <p><b><u>Vote:</u></b> Approved Unanimously, by roll call vote</p>
5.	<p><b><u>Motion to Return to Regular Session</u></b></p>	<p><b><u>Motion to Return to Regular Session at 2:12pm:</u></b> Ken Busby</p> <p><b><u>Second:</u></b> Celia Armstrong</p> <p><b><u>Vote:</u></b> Approved Unanimously, by roll call vote</p>
6.	<p><b><u>Update</u></b> on payments</p>	<p><b><u>No Action Necessary</u></b></p>
7.	<p><b><u>New Business:</u></b> None.</p>	<p><b><u>No Action Necessary</u></b></p>
8.	<p><b><u>Old Business:</u></b> None.</p>	<p><b><u>No Action Necessary</u></b></p>
<p><b><u>Meeting Adjourned</u></b> by the Chair at 2:13 p.m.</p>		

Chair Signature: \_\_\_\_\_



Date: \_\_\_\_\_

8/5/21

