



**Green Country Workforce Development Board
Minutes from Meeting on December 9, 2021**

| | |
|------------|---|
| 10:06 A.M. | Chair-Elect, Tim Thompson called the meeting to order |
|------------|---|

Attending Board Members: Amy McCready, Amy Spencer, Christopher Pierce, David Oliver, Diane Eason Contreras, Eloy Chavez, Jay Littlejohn, Janet Pieren, Jacob Shivers, Jennifer Overmeyer, Kathy Adair, Kelly Beyer, Ken Busby, Lesli Shoals, Lisa Smith, Pete Selden, Robert Brown, Ron Ramming, Terry Goodson, Tim Thompson, Tony Heaberlin

Attending Via Zoom: Danielle Storie

Absent Members: Bill Shelby, Celia Armstrong, Chelsea Feary Levo, Cody Cox, Daniel Bradley, Delaney Rea, Diane Kelley, Falen LeBlanc, Jason Winters, Jennifer Bentley, Joe Epperley, John Vanderheiden, Joseph Fuller, Karen Pennington, Landon Varnell, Lorie Trentham, Rachel Savage, Rhonda Archer, Sarah Stisser, Ted Cundiff, Ted Jenkins, Tom Albaugh

Board Staff: Rachel Hutchings, Cherie Stierwalt, Wes Mitchell, Jeanne Blackwell

| Item | Description/Discussion | Action |
|------|---|---|
| 1. | Dr. Roy Wood, Dean of the Northeastern State University Broken Arrow Campus, welcomed the Board to the Broken Arrow campus. Various NSU representatives led by Dr. Eloy Chavez were introduced and brief departmental overviews were given. The Chair- Elect thanked NSU for being such a great workforce partner and for their willingness to host various events and meetings for Green Country Workforce. | |
| 2. | Reviewed and Approved the 10/21/2021 Board Meeting Minutes as included in the meeting packet. | Motion to Approve: Ken Busby Second Kelly Beyer Vote: Motion carried |
| 3. | Reviewed and Approved rescinding P-0600200 "Fiscal Agent Memorandum of Understanding: approved 6/17/2021 as included in the meeting packet and presented by Cherie Stierwalt. | Motion to Approve: Janet Pieren Second: Tony Heaberlin Vote: Motion carried |

| | | |
|----|--|--|
| 4. | <p>Reviewed and Approved the Switching to Quarterly Meetings. Ken Busby discussed the current cadence of Committees, Executive and Board meetings is about 50 meetings per year. The Board Development Committee is proposing that we move to quarterly meetings. The change in meeting frequency requires a change in the current Green Country Workforce Bylaws.</p> | <p>Passed by acclamation The proposed Bylaw changes will be sent through the Board Development Committee, Executive Committee and the Board for final review and approval</p> |
| 5. | <p>Committee/Council Reports:</p> <p>Board Development Committee Chair Ken Busby reported on the Growing Talent for Tomorrow event to be held on 1/12/2022. It will be a hybrid event to keep people safe and to accommodate more people. Thank you to Eloy Chavez from NSU-BA for hosting the event and to Celia Armstrong with TTCU Federal Credit Union which is the presenting sponsor. The website has launched which will increase registrations and communication about the event. Format includes the Opening by Brent Kisling and Matt Pinnell will be the keynote speaker. There will be three sessions to include the topics of 1) Benefits of hiring those that have been justice involved; 2) Benefits of hiring immigrants and refugees; and 3) Retention strategies in the "Great Resignation".</p> <p>Business Development Committee report was combined with the Business Services update given by Wes Mitchell.</p> <p>Finance Strategy & Oversight Committee Chair Celia Armstrong was not in attendance. In her absence, Rachel Hutchings updated that the Committee did not have a meeting.</p> <p>Innovative Workforce Opportunity Council Chair Kelly Beyer reported that Ashlie Casey presented about the 211 of Eastern Oklahoma at the November 4th meeting. The services provided by this organization are regional.</p> <p>The guest speaker for the next IWOC meeting is Krystal Reyes of Flourish Tulsa.</p> <p>Youth Council Chair Jay Littlejohn reported the Committee did not meet.</p> | <p>No Action Necessary</p> |
| 6. | <p>Quality Assurance Report was given by Rachel Hutchings in the absence of Martha Webb-Jones. Rachel reviewed the Quality Assurance slides. We received the final report for PY19 monitoring from last March. The conclusion was we are doing great and have made progress. The measurements for both Eckerd and Green Country Workforce were reviewed.</p> | <p>No Action Necessary</p> |

| | | |
|----|--|---------------------|
| 7. | <p>Business Services Director Report was given by Wes Mitchell, Director of Business Services reported on both industry/marketplace and partnerships.</p> <p><u>Industry/Marketplace:</u> Currently 90% of jobs are manufacturing with top 10 tier jobs. However, there is a disconnect between what the market needs and what the job-seekers want. To help educate about what manufacturing is, AAON is going to high schools.</p> <p>Top fields currently are nursing and CDL.</p> <p><u>Partnerships:</u> First pop-up career counseling opportunity in a rural community will be held in Wagoner in January.</p> <p>Partnering with YWCA to assist with the Afghan Refugee program.</p> <p>Partnering with prison systems to begin CDL training so once released, this population will have employment opportunities.</p> <p>Partnering with Comanche Park with their partnership of Tulsa Housing Authority. We have held two successful events.</p> <p>Interns for Good – partnership with NSU Tahlequah.</p> <p>Presented to Wagoner Rotary Club and Jenks Chamber of Commerce.</p> | No Action Necessary |
| 8. | <p>One Stop Operator Report by Wes Mitchell in the absence of John Collins, One Stop Operator, reported on the following: Center certifications went well. All centers were certified with Tulsa American Job Center receiving a provisional certification due to the need for permanent signage. Still working on signage that meets the current landlord's and the state's requirements.</p> <p>During a recent visit to the Tulsa American Job Center, Wes observed great teamwork with our partners as clients were being served.</p> | No Action Necessary |
| 9. | <p>Fiscal Agent Report: Rachel Hutchings gave the report in the absence of Martha Webb-Jones. Green Country Workforce has officially ended the relationship with Southern Workforce Board. We are finalizing the MOU with INCOG for a vote at the</p> | |

| | | |
|-----|---|----------------------------|
| | <p>December 14th LEO meeting. The transition period has been extended due to hiring being an issue for INCOG. It is expected to have INCOG fully engaged as the new Fiscal Agent in March 2022.</p> <p>We are insourcing our intern program since we have infrastructure in place to do that. This was something the State strongly suggested we do.</p> <p>Cash flow is now in our control. We are requesting our own funds and are paying overdue invoices. Financial statements will be part of future meetings.</p> | |
| 10. | <p>Chair-Elect Report:</p> | No Action Necessary |
| 11. | <p>Executive Director Report:</p> <p>The short- and long-term disability insurance previously provided under OMES is no longer available to Green Country Workforce employees as their legal counsel considers us a new entity.</p> <p>The Build Back Better bill in the current form is a workforce development bill.</p> <p>DOL offered funding for training through Maher & Maher for Board Members and LEO's which Rachel has accepted. The 4-hour sessions will be offered on January 24, 2022 for the Board Members, and February 1, 2022 for the LEO's.</p> <p>Committee structure realignment will look more like our staffing structure as we move to the non-profit organization alignment.</p> <p>There is a job fair with Saint Francis at TAJC today.</p> <p>Media team is established and strategic. If you are active on social media, please like, share, comment on Green Country Workforce social media which includes Facebook, LinkedIn and Instagram.</p> | |
| 12. | <p>New Business: None</p> | |
| 13. | <p>Old Business:</p> <p>We need to revisit plans to have an Open House at the Tulsa American Job Center once COVID numbers are down.</p> | No Action Necessary |
| 14. | <p>Meeting was adjourned at 11:14 AM with a motion made by Ken Busby and seconded by Terry Goodson.</p> | |

Chair-Elect Signature: Tim Thompson

Date: 3-4-22

Board Members: Kathy Adair, Tom Albaugh, Rhonda Archer, Celia Armstrong, Jennifer Bentley, Kelly Beyer, Daniel Bradley, Robert Brown, Ken Busby, Eloy Chavez, Cody Cox, Ted Cundiff, Diane Eason Contreras, Joe Epperley, Joseph Fuller, Terry Goodson, Tony Heaberlin, Ted Jenkins, Diane Kelley, Falen LeBlanc, Chelsea Levo-Feary, Jay Littlejohn, Amy McCready, David Oliver, Jennifer Overmeyer, Karen Pennington, Christopher Pierce, Janet Pieren, Ron Ramming, Delaney Rea, Rachel Savage, Peter Selden, Bill Shelby, Jacob Shivers, Lesli Shoals, Lisa Smith, Amy Spencer, Sarah Stisser, Danielle Storie, Tim Thompson, Lorie Trentham, John Vanderheiden, Landon Varnell, Jason Winters