



**Green Country Workforce Development Board
Executive Committee
2/10/2022 Meeting Minutes**

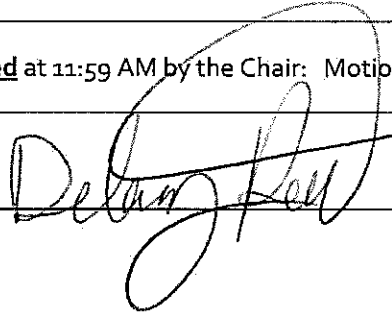
10:10 AM	The Executive Committee Chair, Delaney Rea, called the meeting to order.	
ATTENDEES		
Members Attending in Person: Delaney Rea, Kelly Beyer, Pete Selden, Jay Littlejohn, Tim Thompson		
Absent Members: Diane Kelley, Celia Armstrong, Ken Busby, Joseph Fuller, Tom Albaugh		
Board Staff in Person: Rachel Hutchings, Cherie Stierwalt, Martha Webb-Jones, Wes Mitchell, Jeanne Blackwell		
Board Staff on Zoom: John Collins		
Guests in Person: Alex Reed and David Dennis from Eckerd Connects		
Guests on Zoom: Dannielle Brun		
Item	Description / Discussion	Action
1.	<p>Introduction of Guests from Eckerd Connects Alex Reed, Chief of Program Services & Strategy thanked Rachel Hutchings, Martha Webb-Jones, and Wes Mitchell for partnering with Eckerd Connects. Alex gave a brief overview of Eckerd Connects.</p> <p>David Dennis, CEO of Eckerd Connects, shared his personal story which led him to the career path of workforce development.</p> <p>Wes Mitchell thanked both of them for the excellent relationship Green Country Workforce has with Eckerd Connects team members, Dannielle Brun and Candice Thompson.</p>	
2..	Reviewed and Approved the 12/2/2021 Executive Committee Meeting Minutes as included in the meeting packet.	<p>Motion to Approve: Jay Littlejohn Second: Tim Thompson Vote: Motion Carried</p>
3.	Discussion and Action on the Changes to the Green Country Workforce Bylaws that were included in the meeting packet. In the absence of Ken Busby, Rachel Hutchings gave a summary of the proposed changes to	<p>Motion to Approve: Kelly Beyer Second:</p>

Executive Committee Members: Tom Albaugh, Celia Armstrong, Kelly Beyer, Ken Busby, Joseph Fuller, Diane Kelley, Jay Littlejohn, Delaney Rea, Peter Selden, and Tim Thompson

	include changes to committee structure and frequency of meetings. The Business Committee is no longer needed since Wes Mitchell has joined as the Director of Business Services at Green Country Workforce. The Finance Strategy & Oversight Committee will become the Administrative Strategy Committee, and another at-large member will be added to the Executive Committee.	<u>Jay Littlejohn</u> Vote: Motion Carried
4.	Discussion and Action on the Name Change for 501(c)3 Martha Webb-Jones gave an update on the guidance Green Country Workforce received from legal counsel which was to rename the active Eastern 501(c)3 to Green Country Workforce and file a restated certificate. After further discussion, it was this Committee's recommendation that this item be tabled to allow for further communication. Since the resolution of this matter is critical, an emergency meeting may need to be scheduled once all involved parties are in agreement with resolution.	This item was tabled to allow for further communication. An emergency meeting of this group may need to be convened for a vote.
5.	Discussion on Growing Talent for Tomorrow rescheduled for April 8, 2022 from 8:00 AM to 1:30 PM at NSU - Broken Arrow. In the absence of Ken Busby, Rachel Hutchings gave the update on this event. Since the event was postponed, Rachel prepared an event plan to allow for proper planning. She also has prepared a list of potential sponsors and/or attendees which will be used to assign Board Members for calls and follow-up.	
6.	Feedback on the Recent Professional Development Those who participated in the training felt it was very beneficial as a high-level overview. However, it was suggested that a local, Green Country Workforce specific version would be helpful. Rachel advised that she has put together that document to be used for new Board Member orientation and other training for the Board.	
7.	Committee and Council Reports Board Development Committee – In the absence of Ken Busby, Rachel Hutchings covered this info in the previous agenda item discussions of Growing Talent for Tomorrow and the Green Country Workforce Bylaws. Finance Strategy & Oversight Committee – In the absence of Chair, Celia Armstrong, Rachel Hutchings advised that FS&OC discussed the Green Country Workforce Bylaws with focus being given to the change in the structure and name of this committee. They will now become the Administrative Strategy Committee and will have expanded oversight. Innovative Workforce Opportunity Council – Chair, Kelly Beyer reported that due to the inclement weather, the February 3 IWOC meeting was postponed to February 23. Krystal Reyes with Resilient Tulsa will be the guest speaker. Youth Council - Chair, Jay Littlejohn reported that the Youth Council met on February 9. Participants included a good cross section of the youth community. Dr. Eloy Chavez from NSU was the guest speaker with the topic being training opportunities for youth and adults. Concurrent enrollment is being offered, as well as badges in particular areas of study for those who are not going to college.	

8.	<p>Quality Assurance and Fiscal Agent Reports: Martha Webb-Jones reviewed her Department Update which covered the areas of Monitoring, Funding and Accounts Payable, and Other Activity. Green Country Workforce has paid out over \$600K in the last 45 days for outstanding invoices. The INCOG transition is going smoothly with the target date of March 1 for the handoff.</p>	No Action Necessary
9.	<p>Business Services Director Report: Wes Mitchell, Director of Business Services reported on industry/marketplace and partnerships.</p> <p><u>Industry/Marketplace:</u> Recent research findings indicate that the labor participation rate for the eleven counties in Green Country Workforce is 60% vs. 62% for the US. Wes reported that the current top jobs are in the industries of healthcare and manufacturing. Our pipeline is matching the demand for these sectors. The Great Resignation affected the manufacturing sector more than others.</p> <p><u>Partnerships:</u> First pop-up career counseling opportunity in a rural community will be held in Wagoner. Based on data, Adair County will be the next location for a pop-up.</p> <p>Financial Empowerment Center celebrated its 1-year anniversary. In cooperation with the City of Tulsa, we helped train 6 certified financial counselors to provide financial literacy counseling free of charge.</p> <p>PSO internship – With our partner at TCC, soft skills training and financial literacy training is being offered to students in grades 10-12 and graduating seniors.</p> <p>Partnering with YWCA and Catholic Charities to assist with the Afghan Refugee enrollments.</p>	No Action Necessary
10.	<p>One Stop Operator Report: Due to technical issues, Wes Mitchell gave the report. Highlights are:</p> <p>DHS is going to be in the Tahlequah Office.</p> <p>Final approval for the Center Certification for the Tulsa American Job Center will be presented at the next Board meeting.</p> <p>OESC is planning a job fair on February 28 at the TAJC.</p>	
11.	<p>Fiscal Agent Report: This was combined with the Quality Assurance update given by Martha Webb-Jones.</p>	
12.	<p>Chair Report: On behalf of the Green Country Workforce Development Board, Delaney Rea presented Cherie Stierwalt with a plaque and card upon her retirement from Green Country Workforce. Delaney thanked Cherie for her five years of service.</p>	
13.	<p>Executive Director Report: Rachel Hutchings reported:</p> <p>An Advocacy Ad Hoc Committee has been formed with Lisa Smith, Chelsea</p>	

	<p>Feary, Kathy Adair, Landon Varnell, Tony Heaberlin and Ken Busby. This group will meet next week to discuss workforce issues.</p> <p>Rachel submitted a \$1.5M grant for employment opportunities at community banks for those with low vision/blind. This is in partnership with NewView Oklahoma.</p> <p>Tia Hall and Julie Van de Wege have worked on a continuous improvement project that involved cleaning up shared drive files and restructuring our filing system. This has been a very big undertaking, and they will be celebrated tomorrow for this work.</p>	
14.	<u>New Business:</u> None	
15.	<u>Old Business:</u> None	
<p><u>Meeting Adjourned</u> at 11:59 AM by the Chair: Motion made Jay Littlejohn and seconded by Tim Thompson.</p>		

Chair Signature: 

Date: 6/16/22