



**Agenda for
Green Country Workforce Development Board
Executive Committee Meeting**

**February 9, 2023 from 10:00 AM to 12:00 PM at
Northeastern State University – Broken Arrow
Business & Technology Building – Room 138
3100 E. New Orleans St.
Broken Arrow, OK 74014**

**All voting members of the body must attend
in person at the physical location**

	Activity / Item	Who	Page
1.	Call Meeting to Order	Tim Thompson Board Chair-Elect	
2.	Compliance with Open Meetings Act: Declaration of quorum. 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.	Christi Porter Executive Director	
3.	Review and Possible Action on the 9/22/2022 Executive Committee meeting minutes.	Tim Thompson	1-4
4.	Discussion and Possible Action on December Financial Update	Ashley Sellers CEO of COWIB	5
5.	Review and Possible Action to transfer <u>up to 100%</u> of all Dislocated Worker (DLW) funds received in PY20, PY21 & PY22 to Adult.	Christi Porter	
6.	Discussion and Possible Action on Budget Modification- OOWD closed out Tulsa & Eastern grants and transferred balances to Green Country Workforce Board.	Christi Porter	6
7.	Discussion and Possible Action on Consent Agenda: All items may be approved together, or any item(s) may be voted on separately at the request of any Board member. Copies of all documents were emailed to the Executive Committee on 1/30/2023; they are also included for review. Note: Due to updates made to these policies by Oklahoma Office of Workforce Development (OOWD), Green Country Workforce is updating their policies to match:	Christi Porter	7-311

	<ol style="list-style-type: none"> 1. Adult and Dislocated Worker Program Policy (pg. 7-86) 2. Data Validation and Source Documentation Requirements Policy (pg. 87-149) 3. Individual Training Account Policy (pg. 150-167) 4. On the Job Training Policy (pg. 168-214) 5. Youth Program Policy (pg. 215-311) 		
8.	<p>Discussion and Possible Action from all Committees:</p> <ul style="list-style-type: none"> • Review all committee’s makeup and existence. Do we need to adjust members and/or create different committees? <ol style="list-style-type: none"> 1. Board Development Committee – Ken Busby 2. Administrative Strategy Committee – Celia Armstrong 3. Innovative Workforce Opportunity Committee – Kelly Beyer 4. Youth Committee – Jay Littlejohn 	<p>Chairs of Committees/Councils</p>	
9.	Chair-Elect Report	<p>Tim Thompson</p>	
10.	<p>Executive Director Updates:</p> <ol style="list-style-type: none"> 1. New OSO in place 2. New Service Provider 3. Tulsa Lease 4. I.T. Contract – Apprentice to Data Ward 5. Monitoring OOWD March 20th – 24th 6. USDOL Monitoring? May or June <ol style="list-style-type: none"> a. USDOL Monitoring report received 1.27.2023. There are open issues that need to be addressed by March 1, 2023. (see attached) – Pages 312-316 7. Governor Stitt executive order 2023-02 reviewing “Workforce” 8. Governor Council Meeting 1.27.23 9. Oklahoma Association of Workforce Development Board (OAWDB) 1.26.23 10. Eastern Bank Accounts- reconciling to determine how much GCWDB money was deposited into this account. 11. Regent Bank – Christi is now on the account. 12. Monitoring team: <ol style="list-style-type: none"> a. 100% PY21 and 22 monitoring. b. Eckerd invoices/monitoring c. Assisting and answering monitoring report from DOL and OOWD. 	<p>Christi Porter</p>	

	<p>13. Business Services team:</p> <ul style="list-style-type: none"> a. Impact Partnership Grant b. All Federal Performance- Goals per week, month, quarter c. Transition to new service provider for all Work Based Learning d. Working with OOWD Apprenticeship team. <p>14. ETPL Discussion regarding Use of Funds—first local, second state, and third other approved by the ED.</p> <p>15. Needs related payments.</p> <p>16. Adding Monitor and possibly Business Services Rep to Board Staff.</p>	
11.	Introduction and Report from new One Stop Operator	Nicole Cue
12.	Introduction and Report from new Service Provider	Tom Summar/ Donna DeWeese
16.	New Business	Chair-Elect
17.	Adjourn Meeting	Chair-Elect

The next regularly scheduled meetings of the Green Country Workforce Development Board:

GCWDB Meeting April 13, 2023

9:30 – 10:00 AM (optional networking opportunity)

Meeting from 10:00 AM to Noon

NSU-Broken Arrow Campus - Administrative Building – Annex Room

GCWDB LEO Meeting March 21, 2023

Meeting from 10:00 to 11:30 AM

Connors State College Muskogee Campus – Nursing & Allied Health Building, Room #145

GCWDB Executive Committee Meeting May 11, 2023

Meeting from 10:00 AM to Noon

NSU-Broken Arrow Campus – Business/Technology Building – Room #138

Executive Committee Members: Kathy Adair, Tom Albaugh, Celia Armstrong, Kelly Beyer, Ken Busby, Eloy Chavez, Joseph Fuller, Diane Kelley, Jay Littlejohn, Delaney Rea, Pete Selden, Lisa Smith, Tim Thompson



Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request for individuals with disabilities.

