



Green Country Workforce Development Board – Local Elected Officials

Date: 6/27/2023 Time: 10:00 -11:30 AM
Location: Connors State College, Muskogee Campus
Nursing & Allied Health Building, Classroom #145
2501 N. 41st Street East
Muskogee, OK 74403

Activity / Item		Who	Page
1.	Call Meeting to Order/Roll Call	Chief Local Elected Official (CLEO), Leon Warner, Creek County Commissioner, District 2	
2.	Discussion and Possible Action on the 3/21/2023 Meeting Minutes of the Green Country Workforce Development Board– Local Elected Officials.	CLEO	1-4
3.	Discussion and Possible Action on the Financial Report 1. Monthly Financial Update for May 2023. 2. 9130 – see separate attached document 3. Explanation of the monies being re-allocated from Green Country Workforce Development Board. 4. Update on Single Audit Findings and the Forensic Audit	Ashley Sellers CEO of COWIB	5
4.	Presentation on the Incumbent Worker Training (IWT) Policy given by the Green Country Workforce Business Services Team. IWT Policy is in meeting packet.	Wes Mitchell Amber Cutshaw	6-27
5.	Discussion and Possible Action on CLEO Report	CLEO	
6.	Discussion and Possible Action on Executive Director Update 1. USDOL Monitoring - having calls with DOL every two or three weeks. a. Mike and Christi have completed the MOU/IFA and have held the partner meeting. Mike is now calling partners to get remaining signatures. b. COWIB needs to complete: i. single audit-- Complete ii. forensic audit -Ashley Sellers is working on the RFP iii. posting all expenditures to the OK grant system for all grants.- Complete	Christi Porter Executive Director	

	<ul style="list-style-type: none"> c. OOWD updating policies - Complete d. June 12 - 16, 2023 - DOL technical assistance at Tahlequah office as follow-up of last monitoring. <ul style="list-style-type: none"> 2. Bank Account Update <ul style="list-style-type: none"> a. Old Eastern accounts at Bank of Oklahoma – OOWD sent the letter to the Bank of Oklahoma to add Christi Porter. The bank’s Legal Department reviewed and added Christi to the account. Christi has been working with Susannah re: bank statement being provided to the State. 3. Green Country Workforce Development Board Local Plan – Complete and out for 30-day public comment which ends on June 29, 2023. 4. Tim Thompson will become Board Chair eff. July 1, 2023. 5. Working on Board composition – have 5 new Board members—1 replacement for Saint Francis pending which will bring our total number of Board members to 30. All areas will be required to re-certify Boards in PY23. 		
7.	EO Update	Mike Branam Green Country Workforce	
8.	Discussion and Possible Action on the Program Monitoring Update	Belinda Wall Green Country Workforce	28
9.	Discussion and Possible Action on the Service Provider Update	Donna Weese Dynamic Workforce Solutions	29-34
10.	Discussion and Possible Action on New Business	CLEO	
11.	Adjourn Meeting	CLEO	

The members of the Green Country Workforce Development Board – Local Elected Officials are Commissioners: Sam Chandler, Ken Doke, Monty Grider, Chris Jenkins, Tim Kelley, Curt Mullin, Stan Sallee, Steve Talburt, David Walker, (CLEO) Leon Warner, and Ray Watts



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