

SOUTHERN WORKFORCE BOARD

MEETING MINUTES

October 12, 2016

Kiamichi Technology Center

1301 W. Liberty Road, Atoka, Oklahoma

10am

Item I. Call to Order

Donnalla Miller called the meeting to order at approximately 12:09 am at Kiamichi Technology Center 1301 W. Liberty Road, Atoka, Oklahoma. While awaiting for a quorum, the regional strategic session was started.

A roll call was performed and a quorum was established.

Those members present were:

Annette Cusher	Alisha Estes	Robert Holliday, Jr.
Donnalla Miller	Robert Maybray	Cody Cox
Shelly Free	Chris Perry	Cliff Ridgway
Vanessa Cummins		

Those members absent were:

Brian Johnson	Chyrel Fortner	Kevin Wood
Joe Sebourn	Tammy Lore	Terry Martin
Tom Luster	Ken Gould	Les Brown
Roy Gordon	Clint Hardison	Glen Glass
Melinda Sharum	Harolynn Wofford	Patty Mink

Item II. Welcome / Introduction of Guests and New Members

Donnalla Miller welcomed all members and guests. Guests in attendance were: Sherry Latham and ResCare Workforce Services; Kay Watson, Oklahoma Manufacturing Alliance; Ricki Kozumplik, ATTA Consulting, Jeannie Burris and Erin Risley-Baird, OOWD, County Commissioners, Johnny Ward, Tony Simmons, Justin Roberts, Ross Selman and see attached list for numerous partner staff who were there. Board Staff in attendance was Kerry Manning, Karen Davidson, and Beth Parker.

Item III. Consent Agenda/Discussion/Action – Donnella Miller

The “Consent Agenda” package was emailed out to Board members for preview before the full Board meeting in order for action to be taken promptly. Any item of business may be voted upon by a single vote of the Board without discussion, unless and except for any item which anyone of the Board members desire to have discussion about at the meeting, in which case, each item so noted

will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Agenda:

- i) Approval of Minutes of August 10, 2016
- ii) Board Monitoring Report–Report of Board Monitoring for this quarter. See Attachment

A motion to accept the consent agenda as presented was made by Robert Maybray and Robert Holliday seconded the motion. The motion passed unanimously.

Item IV. Review/Action of PY 2016 Financials

Kerry Manning explained that Gail Armstrong, Fiscal Officer, is at a conference and she explained that the budgets vs. actual forms were sent out in the packets for review. There was no discussion. Shelly Free made a motion to accept the PY 16 financials as presented. Cliff Ridgway seconded the motion. The motion passed unanimously.

Item V. Discussion/Action on PY 2015 Audit

In Gail Armstrong's absence, Kerry reported to the Board that the audit had gone very well. She said the report showed no findings or weakness. There was no discussion. Annette Cusher made a motion to accept the 2015 Audit Report as presented. Robert Holliday seconded the motion. The motion passed unanimously.

Item VI. Discussion/Action on IRS Form 990

In Gail Armstrong's absence Kerry Manning reported to the Board that the IRS Form 990 was prepared based on Audit report. There was no discussion. Robert Maybray made a motion to accept the IRS Form 990 as presented. Robert Holliday seconded the motion. The motion passed unanimously.

Item VII. Discussion/Action on SWB 2015 Board Meeting Schedule

A schedule of dates and locations were presented for approval to allow for the required posting with the Secretary of State by Dec. 15. Donnalla explained the locations were tentative until they were confirmed. Robert Maybray made a motion to accept the proposed 2017 Board Meeting Schedule. Chris Perry seconded the motion. The motion passed unanimously.

Item VIII. Discussion/Action on SWB Policies – Self Sufficiency Policy

Karen Davidson explained to the board this policy is used to determine under employed eligibility for training services in the Adult and Dislocated Worker Program. The modification would raise the provision of WIOA services to 200% Lower Living Standards which amounts to \$14 per hour from \$10 making any employed individual making less than \$14.00 potentially eligible for training services. Vanessa Cummings made a motion to accept the revised Self Sufficiency Policy. Alisha Estes seconded the motion. The motion passed unanimously.

Item IX. Old Business

There was none.

Item X. New Business

Manufacturing Day Celebrations are to be held on – Oct. 27, 2016 at KTC, Durant, October 13, 2016 at the McAlester KTC and one was held in Idabel. Donnalla announced that the Alumni Celebration was scheduled to be held at the State Capital on November 17 at 1:00. She told the group it was very rewarding and worth the time to attend. Participates tell their story and express their gratitude for the assistance the program had provided to them. She also announced that Robert Holliday, Jr. had been selected the Business Leader of the Year. Kerry will send out Alumni invites to all board members.

No action required.

Item XI. Regional Strategic Planning Session

Item XII. Networking Lunch – Thanks goes out to Clint Hardison and his employer Ameristate Bank of Atoka who provided the meal.

Item XIII. Regional Strategic Planning Continued

Item XIV. Adjourn

A motion was made to adjourn the meeting by Robert Maybrayat approximately 2:15p.m. Robert Hollidaysecondedthe motion. The vote passed unanimously.

Approved this 11th day of January, 2017.

Donnalla Miller, Board Chair

The Board’s Vision: *“The Southern Workforce Board envisions a high performance workforce in which partnerships proactively identify workforce needs and facilitate solutions.”*

The Board’s Mission: *“We implement the strategic process that aligns workforce with economic development in partnership with the community to maximize opportunities and address needs.”*