

SOUTHERN WORKFORCE BOARD
MEETING MINUTES
January 29, 2020
Kiamichi Technology Center
1301 W. Liberty Road, Oklahoma
10:00 a.m.

Item 1. Call to Order

Chyrel Fortner called the meeting to order at 10:14 am at Kiamichi Technology Center, 1301 W. Liberty Road, Atoka, Oklahoma.

A quorum was present.

Those members present were:

Les Brown	Cody Cox	Terry Martin
Patty Hyde	Ken Gould	Vanessa Cummings
Alisha Proctor	Roy Gordon	Melisse Prentice
Robert Holliday, Jr	Chyrel Fortner	Kay Watson
Heather Eddy	Glen Glass	Clint Hardison
Harolynn Wofford	Annette Cusher	Joe Sebourn
Megan Saar		

Those members absent were:

Tonya Scott	Robert Maybray	Kevin Wood
Gilbert Wilson	Kristy Bolin	Shelley Free
Chris Perry		

Item 2. Welcome / Introduction of Guests and New Members

Chyrel Fortner welcomed all members and guests. Guest were: Aubre McMichael, Odle, Arlinda Darst, OOWD, Jason Hudson, ODOL, Richard McPherson, OESC, Tracy Elston, DRS, Justin Parker, OESC, Pete Dvorak, OESC, Jeana Ely, DOC, Andrea Anderson, Ardmore Dev. Authority, Jason Boyett, ODOL, Tom Summar, Toni Smith, and Linda Fox, DRS. Board Staff in attendance was Kerry Manning, Karen Davidson, Gail Armstrong, Lisa Davidson, Sherry Moretti and Beth Parker.

Item 3. Consent Agenda/Discussion/Action – Chyrel Fortner

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withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Agenda:

- a. Approval of October 30, 2019 Minutes
- b. Board Monitoring Report
- c. Demand Occupation List
- d. SWB #122 Incumbent Worker Training Policy

A motion to accept the consent agenda was made by Roy Gordon and Joe Sebourn seconded the motion. The motion passed unanimously.

Item 4. Recognition of Oklahoma Works Alumni

Kerry Manning announced those that received recognition at the annual Oklahoma Works Alumni. Robert Mabray was awarded the Business Leader of the Year, Alyssa Lunt and Paul Allan received Outstanding Alumni of the Year, and our own Karen Davidson received the Workforce Champion Award.

Item 5. Recognition of Commercial Metals Company Apprenticeship Program

In Celebration of National Apprenticeship Week, November 11-17, 2019, we recognized several employers at the October board meeting but Commercial Metals Company (CMC) was not able to attend. Arlinda Darst, OOWD, presented Megan Saar with a certificate for their accomplishments with the apprenticeships at their plant.

Item 6. Discussion/Action on SWB By-Laws

It was noted in order to approve the By-Laws a quorum of 2/3 members was required and we finally had enough to approve them. Kerry Manning went over the requested changes and there being no comments or questions a motion to approve the revised By-Laws was made by Joe Sebourn and seconded by Robert Holliday. The motion passed unanimously.

Item 7. Discussion/Action on Committee Reports/Recommendations

- a. Workforce System Improvement Committee –There was no meeting.
- b. Future Workforce Committee – Joe Sebourn reported a meeting was held in McAlester on December 5, 2019. He also reported the Bryan Co. 8th Grade Career Discovery Day was held on 1/9/2020 with a total of 559 students attending and 25 area businesses speaking on their careers. Huge success.
- c. Administrative Committee – There was no meeting held.

Item 8. Discussion/Action on PY 19 Financials as of 12/31/19.

Gail Armstrong explained that the budgets vs. actual forms through 12/31/19 were sent out on email and were in the packets for review. Gail went over the summary page of the report. On target of the budget. Have not received the October funding yet. Meeting all the required spending categories. Gail explained we are 6 months into this program year and have spent 47.5% of the budget. Roy

Gordon made a motion to accept the PY 19 December, 2019 financials as presented. Vanessa Cummings seconded the motion. The motion passed unanimously.

Item 9. Discussion/Action on Transfer of Funds

Kerry Manning reported the request is to transfer up to 100% from DLW to Adult. This transfer gives the region flexibility to provide services to the majority of the customers requesting services since there has been very little layoffs and/or plant closings at this time yet still allowing adequate funding if the area does experience any. A motion to approve transferring Dislocated Worker to Adult was made by Roy Gordon and seconded by Patty Hyde. The motion passed unanimously.

Item 10. One Stop Operator Report

Aubre McMichael, One Stop Operator, gave an overview of her report that was distributed in the packets.

Item 11. OESC Update, Richard McPherson, Executive Director.

Mr. McPherson announced his retirement from OESC and his replacement would be taking over soon. Her name is Robin Roberson. He also discussed OESC was in the process of a major overhaul of the Unemployment Technology. Mr. McPherson also thanked SWB's staff and members for being such great partners.

Item 12. Presentation – Jason Hudson, Department of Labor, “OSHA update and OSHA Consultation Information”

Mr. Hudson gave a presentation on OSHA and filing requirements. He also said the presentation was emailed to Kerry who could send it out to anyone that wanted it.

Item 13. Update on Regional Activities from SWB Members

Kerry Manning announced a Strategic Planning meeting was scheduled for February 26, 2020 in McAlester. It will cover Center of Excellence training.

Jeana Ely from Department of Corrections spoke about the Re-entry program and the need to be more involved with Workforce with the process. Will get with Aubre McMichael to discuss partnering with Workforce.

Kerry Manning presented Harolynn Wofford with flowers for her retirement from the Board. She has been with PSO for over 35 years. She will be missed.

Item 14. New Business

None

Item 15. Old Business

None

Item 16. Working Lunch

Item 17. Adjourn

A motion was made to adjourn the meeting by Roy Gordon at 12:16 p.m. Terry Martin seconded the motion. The vote passed unanimously.

Approved this 24th day of June, 2020.



Chyrel Fortner, 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."*

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