

SOUTHERN WORKFORCE BOARD

MEETING MINUTES

March 24, 2021

Kiamichi Technology Center
301 Kiamichi Dr, McAlester, OK
10:00 a.m.

Join Zoom Meeting <https://us02web.zoom.us/j/87074479426> Meeting ID: 870 7447 9426 One tap mobile +16699006833,,87074479426# US (San Jose) +12532158782,,87074479426# US (Tacoma)

In Person: Melisse Prentice, Rebecca Rains, Roy Gordon, Arlinda Darst, Alisa Proctor, Ginger Crawford, Sarah Wesley, and Lori McMillian.

Zoom Attendees: Robert Holliday, Cody Cox, Ken Gould, Tonya Scott, Justin Roberts, Annette Cusher, Kevin Wood, Clint Hardison, Vanessa Cummings, Robert Maybray, Heather Eddy, Les Brown, Shelley Free, and Terry Martin

Item 1. Call to Order

Melisse Prentice called the meeting to order at 10:12 am at Kiamichi Technology Center, 301 Kiamichi Dr., McAlester, Ok.

A quorum was present.

Those members present were:

Ginger Crawford	Melisse Prentice	Robert Maybray
Vanessa Cummings	Arlinda Darst	Roy Gordon
Lori McMillan	Alisha Proctor	Sarah Wesley

Those members present on ZOOM:

Tonya Scott	Annette Cusher	Chris Perry
Robert Holliday, Jr (ZOOM)	Shelley Free	Kevin Wood
Les Brown	Clint Hardison	Terry Martin
Justin Roberts		

Those members absent were:

Glen Glass	Cody Cox	Heather Eddy
Kay Watson	Joe Sebourn	Ken Gould
Rebecca Raines		

Item 2. Welcome / Introduction of Guests and New Members

Melisse Prentice welcomed all members and guests. Guest were: Brenda Seay, Odle, and Toni Smith, Tom Summar, Amanda Hartman, Teri Leisten, DWFS, Bill Bennett, OESC Vet Services, Linda Fox, DRS, Board Staff in attendance was Kerry Manning, Karen Davidson, Kenya Croff, Aubre McMichael and Beth Parker. Guest on Zoom was Andrea Anderson, Ardmore Development Authority, Lisa Taylor Durant Economic Development, and Sherry Beadle, Odle.

Item 3. Consent Agenda/Discussion/Action – Melisse Prentice

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anyone of the Board members desire to have discussion about at the meeting, in which case, each item so noted will be withdrawn from the consent docket and handled individually in order immediately following the completion of the Consent Agenda: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 January 27, 2021 Minutes
- b. Board Monitoring Report
- c. SWB #119 Priority of Service Policy

Kerry Manning announced that item c. SWB #119 Priority of Service Policy was not ready to be approved. A motion to accept the consent agenda without the Service Policy was made by Robert Holliday and Roy Gordon seconded the motion. The motion passed unanimously by roll call vote.

Item 4. Discussion/Action on Ratification of Executive Committee Meeting 3-5-21

- a. Fiscal Agent Memorandum of agreement between Green Country Workforce Development area and SWB
- b. Staff Salary Increases

Kerry Manning explained that Office of Workforce Development had recommended to the Tulsa Workforce board to ask SWB to assist with their fiscal operations by becoming the fiscal agent. Eastern Workforce Board had dissolved and was combined into Tulsa’s so they are now called Green Country Workforce Development. Tulsa has since lost their accountant and hasn’t been able to complete monthly reports for the State. Kerry said she felt this to be an honor to have them ask for our assistance especially the respect they have for Gail and her ability. Roy Gordon asked what funds will we get to do this. Kerry explained that it would be based on time charged to them. He also wanted to know how long. Kerry replied it was for 12 – 18 months. Gail would also be training their staff. A motion to ratify the action of the Executive Committee meeting that was held on 3-5-21 was made by Roy Gordon and Vanessa Cummings seconded the motion. The motion passed unanimously by roll call vote.

Item 5. Discussion/Action on Committee Reports/Recommendations

- a. Workforce System Improvement Committee
Brenda Seay reported on the system Improvement Comm mtg
- b. Future Workforce Committee
Terry Martin in Joe’s absence announced the committee met on 3-2-21 and wanted to thank Arlinda Darst for facilitating the meeting. The committee had a list of goals and Objectives to give to this board. A motion to accept the committee’s goals and objectives was made by Lori McMillin and Robert Holliday seconded the motion. The motion passed Unanimously by roll call vote.
- c. Administrative Committee
No Meeting was held

Item 6. Discussion/Action on Financials as of 2/28/2021.

In the absence of Gail Armstrong, Kerry Manning went over the financial report that was emailed out to each member. Kerry Manning announced we had received a new grant called "Trade and Economic Transition" (TET). The TET can only be used for Dislocated workers and will need to be tracked separately from our current Dislocated worker grant. The funds are to be spent by 9/30/21. They are carryover funds that OESC received and was not able to spend. A motion to accept the financials as presented was made by Robert Maybray and Alisa Proctor seconded the motion. The motion passed unanimously by roll call vote.

Item 7. Discussion/Action on One Stop Operator RFP

Kerry Manning explained that in the past we as a board was not able to bid on the One Stop Operator contract. But the State has recently lifted that restriction. Kerry Manning said that we could save money if we did it in house. We would have to hire an independent contractor to prepare the RFP because we could not have anything to do with the process. If we were to be awarded the contract the State would have to approve it. Kerry explained she feels like this goes along with our roles and responsibilities and would be a better fit to bid on our own. A motion for SWB to bid on the RFP was made by Roy Gordon and Alisa Proctor seconded the motion. The motion passed unanimously by roll call vote.

Item 8. Discussion/Action on Strategic Regional Plan

Karen Davidson explained to the group what the requirement was for the Strategic Plan. Karen also went over what the Strategic Plan PowerPoint reviewing the key issues identified by the planning session. A motion to accept the Strategic Plan as presented was made by Roy Gordon and Robert Maybray seconded the motion. The motion passed unanimously by roll call vote.

Item 9. Discussion/Action One Stop Operator Report

Brenda Seay gave the one-stop operator report.

Item 10. Business Service Team Report

Aubre McMichael reported on the activities on the Business Service Team.

Item 11. Presentation

Tom Summar presented Dynamic's report on activities.

Item 12. Update on Regional Activities from SWB Members

Everyone was encouraged to attend the Business Services meeting following the SWB mtg.

Item 13. New Business

None

Item 14. Old Business

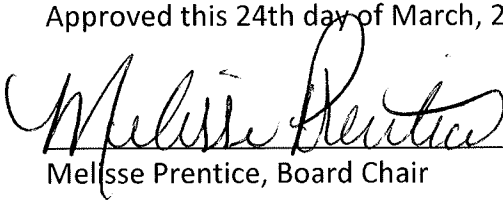
None

Item 15. Working Lunch

Item 16. Adjournment

A motion was made to adjourn the meeting by Roy Gordon and Arlinda Darst seconded the motion.

Approved this 24th day of March, 2021.



Melisse Prentice, 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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