

Tulsa Area Workforce Development Board
Meeting Minutes 08/18/16

8:33 a.m.	Board Chair, Amber Hatton, called the meeting to order. A quorum was achieved by roll call/introductions of Board members at 8:41 a.m.
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Attending Board Members: Thaddaeus Babb, Kelly Beyer, Angela Buchanan, Ken Busby, Rusty Edmiston, Angela Flax, Amber Hatten, David Oliver, Denise Reid, Isaac Rocha, Lee Simpson

Absent Members: Tom Albaugh, Lou Ann Amstutz, Monica Barczak, Dawn Bollinger, Paul Boyett, Brett Campbell, Susan Carper, Mike Davidson, Joe Epperley, Justin Evans, Charley Farley, Vanessa Finley, Lindsay Goldfarb, Rhonda Mayhan, Joyce McClellan, David Polen, Melvin Taylor, Dana Thompson, Kinnee Tilly, Martha Webb-Jones

Board Intern Present: Keith Lewis

WIB Staff: Shelley Cadamy, Julie Sorrels, Nicole Cue, Sarah Thompson

Guests: Jon Nelson, Eloy Chavez, Janae Bradford, Kolby Brown, Bonnie Vann, Rebecca McCormick, Kyle Smith, Mildred Armstrong, Jennifer Tucker

Item	Description / Discussion	Action
1.	Presentation: Tulsa Regional Chamber's Kuma Roberts, Program Manager, Education, gave a presentation about Roadtrip for Teachers with the aid of a PowerPoint presentation.	<u>No Action Necessary</u>
2.	Reviewed & Approved 06/16/16 Board Meeting Minutes.	<u>Motion to Approve:</u> Isaac Rocha <u>Second:</u> Ken Busby <u>Vote:</u> Approved by Unanimous Vote
3.	Reviewed & Approved the Consent Agenda: A. Program Year 2016 Budget Modification: Program Year 2016 Tulsa Area Workforce Development Board Budget, Revision 1 <ul style="list-style-type: none"> \$180,000 of Adult Funds to be carried over from Program Year 2015 to be distributed in the following 	<u>Motion to Approve:</u> Ken Busby <u>Second:</u> Denise Reid <u>Vote:</u> Approved by Unanimous Vote

	<p>ways:</p> <ul style="list-style-type: none"> o \$35,000 added to the Board Staff Travel Line to bring this year's budget in line with last year's and ensure professional and board development regarding Workforce Innovation and Opportunity Act implementation. o \$145,000 added to the Training Line <p>B. Executive Director Annual Review- Salary Increase by 3%</p>	
4.	<p>Compliance: Workforce Tulsa Compliance & Outreach Manager, Nicole Cue, presented the Program Year 2015 Quarter 2 and Quarter 3 Contract Performance Reports as contained in the packet. The Program Year 2015 Quarter 4 report will be finalized once the customer satisfaction survey data is retrieved. Nicole Cue reported that the State has released their negotiated performance indicator numbers and that the next step is to negotiate the local numbers. That should be completed by December, 2016.</p>	<u>No Action Necessary</u>
5.	<p>Expense Report: None</p>	<u>No Action Necessary</u>
6.	<p>Oversight Committee Report: In the absence of a Committee Chair, Shelley Cadamy presented an Oversight Committee Report. She reported that David Oliver has agreed serve as the chair of this committee for one year and is expected to be approved as such by vote at the next Oversight Committee meeting. Shelley Cadamy encourages Board members to consider joining.</p>	<u>No Action Necessary</u>
7.	<p>Executive Committee Report: Amber Hatten presented an Executive Committee Report.</p>	<u>No Action Necessary</u>
8.	<p>Youth Committee Report: In the absence of Committee Chair, Joyce McClellan, Manager of Youth Strategy, Sarah Thompson, presented a Youth Council Report.</p>	<u>No Action Necessary</u>
9.	<p>Disability Employment Advisory Committee Report: Committee Chair, Thaddaeus Babb, presented the Disability Employment Advisory Committee report.</p>	<u>No Action Necessary</u>
10.	<p>One-Stop Operator Report: Mildred Armstrong, Interim Director of Grant Associates, presented the Program Year 2016- July Contract Performance Measures and Common Measures as reflected in the Metrics Report contained in the meeting packet. Mildred Armstrong gave a One-Stop Services Update.</p>	<u>No Action Necessary</u>

11.	<p>Chair Report: Amber Hatton presented a Chair report and reported that:</p> <ul style="list-style-type: none"> • She has been working extensively with Shelley Cadamy and the immediate past Board Chair, Lee Simpson, over the last couple of months to prepare. • She encourages Board members to: <ul style="list-style-type: none"> ○ Utilize Workforce Tulsa within their organizations/companies. ○ Reach out to Board Staff with suggestions for improvement in serving the business community and develop those partnerships. 	<u>No Action Necessary</u>
12.	<p>Executive Director Report: Shelley Cadamy presented the Executive Director Report as contained in the meeting packet.</p>	<u>No Action Necessary</u>
13.	<p>New Business: None.</p>	<u>No Action Necessary</u>
14.	<p>Old Business: None.</p>	<u>No Action Necessary</u>
15.	<p>Announcements: None.</p>	<u>No Action Necessary</u>
16.	<p>9:45 a.m. -- The meeting was adjourned.</p>	<p><u>Motion</u> to Adjourn: Denise Reid <u>Second:</u> Rusty Edmiston <u>Vote:</u> Approved by Unanimous Vote</p>

Chairman Signature: Amber Hatton Date: 10/20/16

