

Tulsa Area Workforce Development Board
Meeting Minutes 08/17/17

8:38 a.m.	<p>Board Chair, Amber Hatten, called the meeting to order.</p> <p>A quorum was achieved by roll call/introductions of Board members at 8:48 a.m.</p>
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Attending Board Members: Thaddaeus Babb, Kelly Beyer, Pamela Bridwell, Angela Buchanan, Ken Busby, Brett Campbell, Eloy Chavez, Rusty Edmiston, Joe Epperley, Amber Hatten, David Oliver, Kinnee Tilly

Absent Members: Tom Albaugh, Lou Ann Amstutz, Dawn Bollinger, Paul Boyett, Jenae Bradford, Susan Carper, Ted Cundiff, Mike Davidson, Justin Evans, Vanessa Finley, Patrick Green, Susan Hartzler, Joyce McClellan, David Polen, Tony Rivera, Melvin Taylor, Jennifer Tucker, Martha Webb-Jones

WDB Staff: Shelley Cadamy, Julie Sorrels, Nicole Cue, Cherie Stierwalt

Guests: Paul Dunn, Kyle Smith, Amber Knaack, Hanna McBee, Cathy Hammond, Meg Ryan, Ron Julian, Dominique Clark, Beth Wild

Item	Description / Discussion	Action				
1.	<p>Presentation: Meg Ryan presented about the Tulsa Regional Chamber Workforce Analysis.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Action Steps</th> <th style="width: 50%;">Accountability</th> </tr> </thead> <tbody> <tr> <td>1. Email PowerPoint presentation to the full Board.</td> <td>Julie Sorrels</td> </tr> </tbody> </table>	Action Steps	Accountability	1. Email PowerPoint presentation to the full Board.	Julie Sorrels	<u>No Action Necessary</u>
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1. Email PowerPoint presentation to the full Board.	Julie Sorrels					
2.	<p>Reviewed & Approved 06/15/17 Board Meeting Minutes.</p>	<p><u>Motion to Approve:</u> Ken Busby</p> <p><u>Second:</u> Eloy Chavez</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>				

3.	<p>Reviewed & Approved the Consent Agenda as contained in the meeting packet.</p> <ul style="list-style-type: none"> A. Program Year 2017 Workforce Investment and Opportunity Act, Title 1 Adult and Dislocated Worker Program Services, Youth Program Services, and One-Stop Operator for the Tulsa Workforce Development Area Contract, Revision 1 B. Program Year 2017 Tulsa Area Workforce Development Board Local Plan C. Center Certification Policy D. Personal Identification Information Policy 	<p>Motion to Approve: Ken Busby</p> <p>Second: Thaddaeus Bab.</p> <p>Vote: Approved by Unanimous Vote</p>						
4.	<p>Presentation: Workforce Tulsa Executive Director, Shelley Cadamy, presented the online Tour of Services and received feedback from meeting attendants.</p> <table border="1" data-bbox="250 625 1032 823"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> </tr> </thead> <tbody> <tr> <td>2. Email the online Tour of Services link to the full Board.</td> <td>Shelley Cadamy</td> </tr> <tr> <td>3. Explore language options.</td> <td>Board Staff & One-Stop Operator</td> </tr> </tbody> </table>	Action Steps	Accountability	2. Email the online Tour of Services link to the full Board.	Shelley Cadamy	3. Explore language options.	Board Staff & One-Stop Operator	<p>No Action Necessary</p>
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5.	<p>Presentation: Shelley Cadamy gave a Workforce 101 presentation about focusing more on strategy than compliance by using the Board better. Keeping the Workforce Innovation and Opportunity Act Vision in mind, it is time to determine exactly which current processes are necessary and/or effective and which ones are not. Shelley Cadamy asks what Board members question and encourages members to contact her with those questions.</p> <table border="1" data-bbox="250 1171 1032 1331"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> </tr> </thead> <tbody> <tr> <td>4. Poll Board to determine if meeting dates/times are optimal.</td> <td>Shelley Cadamy</td> </tr> </tbody> </table>	Action Steps	Accountability	4. Poll Board to determine if meeting dates/times are optimal.	Shelley Cadamy	<p>No Action Necessary</p>		
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6.	<p>Compliance: Workforce Tulsa Compliance & Outreach Manager, Nicole Cue, presented the Program Year 2016 Quarter 3 Comprehensive Performance Report.</p>	<p>No Action Necessary</p>						

7.	<p>Expense Report: Shelley Cadamy, presented the Expense Report as of 06/30/2017 as contained in the packet. At the next Board meeting, we will know the carryover amount from Program Year 2016.</p>	<p><u>No Action Necessary</u></p>
8.	<p>Industry Reports were delivered by the following Board members:</p> <ul style="list-style-type: none"> • Kelly Beyer, Staffing: Seeing an increase in manufacturing, especially that in the oil and gas industry. Those skill trades are in high demand fueling wage wars. A challenge is hesitation to commit to permanent employment. New business coming into the area. • Angela Buchanan, Transportation: Freight is record setting, but there are not enough drivers to move it. Tulsa Tech is offering a refresher program in which the instructor goes on site, but cannot seem to get drivers trained fast enough. It's a problem nationwide. Looking to import talent from outside of the country. Shortage of logistics professionals. • Ken Busby, Tourism & Culture: <ul style="list-style-type: none"> ○ The Mother Road Market at 11th & Lewis Ave. was announced, through Lobeck Taylor Family Foundation, hoping to be a new addition in spring. ○ Serving on the Regional Tourism Task Force again this year for the Tulsa Regional Chamber OneVoice Agenda. The Legislative Summit takes place on Thursday, September 7, 2017, 7:30am-noon at the Hard Rock Hotel & Casino Tulsa. Ken encourages everyone to attend and support both workforce and tourism issues (highlighted below). <ul style="list-style-type: none"> ▪ Modernizing Oklahoma's alcohol laws ▪ Self-determination in Facility Firearm Policies ▪ Maintaining Federal Historic Tax Credits ▪ Continued funding for Brand USA ▪ Aviation with workforce, new flight training requirements & reducing the time and expense with reaching minimum flight certification • Rusty Edmiston, Construction: Still struggling to find trades and skilled workers to fill the work that is there. Bidding wars; People (even field workers) are asking for signing bonuses, and getting them. It is a nationwide problem. • Joe Epperly, Manufacturing: Optimistic outlook. Statewide, on the business side, seemingly in the process of stabilizing over the last 2 quarters, and hiring has picked up. Primary challenge continues to be to find reliable, skilled (even entry level) workers. As technology advances, the benchmark for entry level positions continues to rise. • Amber Hatten, Manufacturing: To echo what Angela Buchanan reported, even with the small amount of trucking that is done at Webco is a challenge. There has been a drastic pick up in business for many different industries. Webco continues to struggle to find and keep employees and to have employees and applicants pass drug screens. Webco recently implemented a wage increase across the board for all positions. 	<p><u>No Action Necessary</u></p>

9.	Oversight Committee Report was presented by Committee Chair, David Oliver.	<u>No Action Necessary</u>				
10.	Youth Committee Report was presented by Shelley Cadamy in the absence of Committee Chair, Joyce McClellan.	<u>No Action Necessary</u>				
11.	<p>Disability Employment Advisory Committee Report was presented by Committee Chair, Thaddaeus Babb, has no updates since the last Board meeting as the Committee now meets on a quarterly basis. David Oliver adds that October is National Disability Employment Awareness Month.</p> <table border="1"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> </tr> </thead> <tbody> <tr> <td>5. Share National Disability Employment Awareness Month information with Board Staff to be forwarded/shared with the full Board.</td> <td>Thaddaeus Babb</td> </tr> </tbody> </table>	Action Steps	Accountability	5. Share National Disability Employment Awareness Month information with Board Staff to be forwarded/shared with the full Board.	Thaddaeus Babb	<u>No Action Necessary</u>
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12.	One-Stop Operator Report as included in the packet was presented by Kyle Smith, Workforce Tulsa Project Director.	<u>No Action Necessary</u>				
13.	Chair Report: Board Chair, Amber Hatten leads the Board in expressing an appreciation of the Tulsa American Job Center and all of the work that went into the relocation. Amber Hatten is certain that the new location creates great opportunities for and will make a great impact on Workforce Tulsa as an organization. Amber addressed the unexpected comments presented by the representative for Workforce Tulsa's previous contracted Service Provider during what was intended to be a One-Stop Operator Report at the June Board Meeting. Amber recognized Shelley Cadamy's 5 years of service to the Board as the Executive Director of Workforce Tulsa.	<u>No Action Necessary</u>				
14.	<p>Executive Director Report: Shelley Cadamy presented the Executive Director Report.</p> <table border="1"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> </tr> </thead> <tbody> <tr> <td>6. Provide photos of employees working on the job locally that can be hung at the new American Job Center to Shelley Cadamy or let her know that this is not possible.</td> <td>Board members who represent industry.</td> </tr> </tbody> </table>	Action Steps	Accountability	6. Provide photos of employees working on the job locally that can be hung at the new American Job Center to Shelley Cadamy or let her know that this is not possible.	Board members who represent industry.	<u>No Action Necessary</u>
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15.	New Business: None.	<u>No Action Necessary</u>				
16.	Old Business: None.	<u>No Action Necessary</u>				
17.	Announcements: Pamela Bridwell and Shelley Cadamy reported that Jon Nelson is leaving the Oklahoma Employment Security Commission, and	<u>No Action Necessary</u>				

	the Board acknowledges his service/contribution to the workforce system in the Workforce Tulsa area.	
18.	10:23 a.m. -- The meeting was adjourned.	Motion to Adjourn: Brett Campbell Second: Thaddaeus Babb Vote: Approved by Unanimous Vote

Chairman Signature: Hubert Hatten Date: 11/9/17

