

Board Meeting Minutes 04/16/2015

8:35 a.m.	Board Chair, Lee Simpson, called the meeting to order.	
	A quorum was achieved by roll call of Board members at 8:42 a.m.	
<p>Attending Board Members: Tom Albaugh, Monica Barczak, Kelly Beyer, Ken Busby, Ron Bussert, Eloy Chavez, Kevin Clayton, Mike Davidson, Ron Dyer, Curtis Evans, Joshua Giguere, Charley Farley, Joyce McClellan, Shane Netherton, David Polen, Denise Reid, Lee Simpson, Melvin Taylor, Kinnee Tilly</p> <p>Attending Board Interns: Rusty Edmiston, Forrest Cox</p> <p>Absent Members: Lou Ann Amstutz, Thaddaeus Babb, Dawn Bollinger, Paul Boyett, Angela Buchanan, Susan Carper, Stacey Chadwell, Donnie Checotah, Sherri Clark, Edward Dornblaser, Ida Doyle, Angela Flax, Helen Guidry, Amber Hatten, Rachel Hutchings, JoAnna Jamison, Rhonda Mayhan, David Oliver, Charlie Plumb, Isaac Rocha, Bob Schooley, Janet Smith, Karisha Wagoner, Dick Williamson</p> <p>WIB Staff: Shelley Cadamy, Sarah Thompson, Julie Sorrels, Nicole Hayes</p> <p>Guests: Bonnie Vann, Tracey Ritz, Jon Nelson, Rebecca Goodson, Carla Hight, Shawn Burch, Kristen Fair, Reynelda Tallent, Lee Longhorn, Kyle Smith, Kendrick Chery, Beth Wild</p>		
Item	Description / Discussion	Action
1.	The Board Meeting Minutes from 12/18/2014 were reviewed and approved by the Board.	<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>
2.	Reviewed & Approved the Consent Agenda as presented in the meeting packet minus item A, Program Year 2014 Tulsa Area Workforce Investment Board Partner Memorandum of Understanding, revision 1.	<p><u>Second:</u> Ken Busby</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>
3.	Reviewed & Approved the Program Year 2014 Tulsa Area Workforce Investment Board Partner Memorandum of Understanding, revision 1 with the caveat that the Metropolitan Tulsa Urban League and the Dennis R. Neill Equality Center (Oklahomans for Equality) both are listed in section 6(c)iii), Access Points.	<p><u>Motion to Approve:</u> Monica Barczak</p> <p><u>Second:</u> Shane Netherton</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>
4.	Discussion: Workforce Tulsa Executive Director, Shelley Cadamy, instructed the Board members in attendance to complete the Board Member Survey handout.	<u>No Action Necessary</u>
5.	Presentation: Director of Human Services at Avis Budget Group, David Polen, shared the positive impact that the Workforce Tulsa Business Services Team has made for Avis by helping connect the company with job ready talent through consistent engagement.	<u>No Action Necessary</u>

6.	Compliance: Nicole Hayes, Workforce Tulsa Compliance & Outreach Manager, presented the Program Year 2014 Quarter 2 Performance Monitoring Report which illustrates that Grant Associates met 100% their contract measures and did make incentive. Nicole Hayes also presented the Program Year 2013 Summer Youth Employment Program Monitoring Report and the Program Year 2014 Equal Employment Opportunity Monitoring Report.	<u>No Action Necessary</u>
7.	Expense Report: Workforce Investment Act Compliance Coordinator for Tulsa Community College, Rebecca Goodson, presented the March 2015 Expense Report.	<u>No Action Necessary</u>
8.	Strategy Committee Report: Committee Chair, Edward Dornblaser, was absent.	<u>No Action Necessary</u>
9.	Oversight Committee Report: The Committee Chair, JoAnna Jamison, was absent.	<u>No Action Necessary</u>
10.	Executive Committee Report: Committee Chair, Lee Simpson, presented an Executive Committee Report.	<u>No Action Necessary</u>
11.	<p>Youth Strategy Report: Workforce Tulsa Manager of Youth Strategy, Sarah Thompson, presented the April 2015 Youth Strategy Report as a PowerPoint presentation:</p> <ul style="list-style-type: none"> • Healthcare Career Club Trip <ul style="list-style-type: none"> ○ Hillcrest South ○ Morton Comprehensive Health Center ○ Post Acute Medical Specialty Hospital of Tulsa • Ready by 21 National Meeting – New Orleans <ul style="list-style-type: none"> ○ Plenaries & Workshops ○ Favorite Quotes • Summer Youth Employment Program 2015 <ul style="list-style-type: none"> ○ Work Readiness Academy Workshops ○ 6-8 Week Work Experience • How can you help the Youth Program? <ul style="list-style-type: none"> ○ Hire a young person this summer! ○ Thank you to those presenting at the Work Readiness Academy. ○ Allow our youth to tour your business facility. ○ Like us on Facebook ○ Follow us on Twitter ○ Follow us on LinkedIn 	<u>No Action Necessary</u>
11.	<p>One-Stop Operator Report: The March 2015 Contract Performance Measures and Common Measures as reflected in the Metrics Report contained in the packet were presented by Shawn Burch, Director of Grant Associates. Shawn Burch reported:</p> <ul style="list-style-type: none"> • Improved enrollments • Efficient/effective services • Increase in Individual Training Programs • Partner referrals growing • Working toward outbound referral ticket process 	<u>No Action Necessary</u>

	<ul style="list-style-type: none"> Youth Strategy Contract Services Delivery Model should be available by the next Board meeting. Heat maps Training staff to engage in follow up efforts after employment 	
12.	<p>Chair Report: Lee Simpson reports:</p> <ul style="list-style-type: none"> The Board is <u>not</u>: <ul style="list-style-type: none"> Going through a Request for Proposal process Picking at the service provider's numbers Searching for a new Executive Director Direction of the Board- Continue momentum through the next program year <ul style="list-style-type: none"> Strategic plan Growing relationships with business & education Meeting with key stakeholders 1-2 times per month. Shelley Cadamy was honored as a YWCA Tulsa's Woman of the Year 	<u>No Action Necessary</u>
13.	<p>Executive Director Report: Shelley Cadamy presented the Executive Director Report as a handout and discussed:</p> <ul style="list-style-type: none"> WIOA Update <ul style="list-style-type: none"> Proposed rules released April 2, 2015. Comments due 60 days from release. Nicole and I have cleared our calendars as much as possible to read 1,500 pages of proposed rules. Noting impact on strategic plan, Highlights <ul style="list-style-type: none"> NAWB Conference Eastgate Tours – sign up coming around Analyzing data for future locations Likely pursuing Face Forward Grant Vanpooling project – Renewed Strategy. In process of hiring a Project Coordinator. Joined the statewide effort to pursue the American Apprenticeship Initiative Grant. Coordinating the Tulsa portion of the project. Developing a short-term alternative teacher certification process with NSU as part of the Ready to Work grant. Continuing to work toward a Workforce Grant Writer Legislative Update 	<u>No Action Necessary</u>
14.	<p>New Business: None.</p>	<u>No Action Necessary</u>
15.	<p>Old Business: None.</p>	<u>No Action Necessary</u>
16.	<p>Announcements: None.</p>	<u>No Action Necessary</u>

17.	10:20 a.m. -- The meeting was adjourned.	Motion to Adjourn: Tom Albaugh Second: Melvin Taylor Vote: Approved by Unanimous Vote
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Chairman Signature:  Date: 6.18.15