

WorkforceTulsa

growing talent  growing opportunity

11/28/2016

Tulsa Area Workforce Development Board Oversight Committee Meeting Minutes

2:02pm	<i>Oversight Committee Chair, David Oliver, called the meeting to order.</i>	
<p>ATTENDEES</p> <p>Committee Members: Rusty Edmiston, David Oliver, Dana Thompson, Vanessa Finley Absent Members: Melvin Taylor, Lindsay Goldfarb, Martha Webb-Jones WIB Staff: Nicole Cue, Julie Sorrels, Sarah Thompson Guests: Rebecca McCormick, Jeremy Frutchey</p>		
Item	Description / Discussion	Action
1.	Introductions took place	<u>No Action Necessary</u>
2.	Reviewed & Approved 09/26/16 Oversight Committee Meeting Minutes.	<p><u>Motion to Approve:</u> Rusty Edmiston <u>Second:</u> David Oliver <u>Vote:</u> Approved Unanimously</p>
3.	Reviewed and Approved 09/06/16 Executive Committee/Oversight Committee Special Meeting Minutes.	<p><u>Motion to Approve:</u> Rusty Edmiston <u>Second:</u> Vanessa Finley <u>Vote:</u> Approved Unanimously</p>
4.	Reviewed & Approved 11/15/16 Executive Committee/Oversight Committee Special Meeting Minutes.	<p><u>Motion to Approve:</u> Vanessa Finley <u>Second:</u> Rusty Edmiston <u>Vote:</u> Approved Unanimously</p>

4.	<p>One-Stop Operator Report: In the absence of Kyle Smith, Interim Workforce Tulsa Program Director, the Workforce Tulsa Strategic Operations Manager, Jeremy Frutche, presented the October 2016 Metrics Report and Youth Plan as contained in the packet.</p>	<p><u>No Action Necessary</u></p>
5.	<p>Tabled Review & Approval of Eastgate One-Stop Center Relocation Advertisement</p>	<p><u>Motion to Table:</u> Dana Thompson <u>Second:</u> Rusty Edmiston <u>Vote:</u> Tabled Unanimously</p>
6.	<p>Reviewed & Approved the Youth Incentive Policy as presented by Workforce Tulsa Manager of Youth Services, Sarah Thompson, with the following changes:</p> <ul style="list-style-type: none"> • Section V (B) (2) Approved Activities formatting correction • Attachment B Sample corrected with 20 Maximum Hours x \$7.25 per Hour= 145 Maximum Possible Stipend 	<p><u>Motion to Approve:</u> Vanessa Finley <u>Second:</u> Rusty Edmiston <u>Vote:</u> Approved Unanimously</p>
7.	<p>Reviewed & Approved the Objective Assessment and Individual Service Strategy Policy as presented by Sarah Thompson with the following change:</p> <ul style="list-style-type: none"> • Attachment A, page 4 Foster Care (Currently or have been in foster care) replaced with (Currently or past) 	<p><u>Motion to Approve:</u> Rusty Edmiston <u>Second:</u> Vanessa Finley <u>Vote:</u> Approved Unanimously</p>
8.	<p>Discussed the Request for Proposal for Program year 2017 Service Provider for 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 as facilitated by Workforce Tulsa Compliance & Outreach Manager, Nicole Cue. Suggested modifications were presented by the committee members and recorded by Nicole Cue.</p>	<p><u>No Action Necessary</u></p>

9.	Discussed State Policy Update as facilitated by Nicole Cue.	<u>No Action Necessary</u>
10.	Expense Report as of 10/31/16 was presented by Workforce Innovation and Opportunity Act Compliance Coordinator for Tulsa Community College, Rebecca McCormick.	<u>No Action Necessary</u>
11.	Board Line Item Report as of 10/31/16 was presented by Rebecca McCormick.	<u>No Action Necessary</u>
12.	Compliance: Workforce Tulsa Compliance & Outreach Manager, Nicole Cue, presented as contained in the packet: <ul style="list-style-type: none"> • Program Year 2016 Quarter 1 Contract Performance Report • August 2016 Comprehensive Monitoring Report 	<u>No Action Necessary</u>
13.	Chair Update: None	<u>No Action Necessary</u>
4.	Executive Director Report: None	<u>No Action Necessary</u>
15.	New Business: None	<u>No Action Necessary</u>
16.	Old Business: None.	<u>No Action Necessary</u>
17.	Meeting Adjourned: 3:09 p.m.	<u>Motion</u> to Adjourn: Vanessa Finley <u>Second:</u> Dana Thompson <u>Vote:</u> Adjourned Unanimously

Chair Signature:  Date: 1-30-17

