

Draft
WORKFORCE INVESTMENT BOARD REGULAR MEETING MINUTES
Southwest Technology Center
Seminar Center
Altus, OK 73521
June 23, 2010

Notice of this meeting was made to the Washita County Clerk by annual posting, and this Agenda visibly displayed on the front door of the WIB office at 420 Sooner Drive, Burns Flat, OK on June 22, 2010 at 8:00 a.m.

MEMBERS PRESENT

Nicky Boone	Sharon Cornelius	Randy Cumby	Dean Derieg
Stephanie Downs	DeRoy Elledge	Cheri Lou Gastineau	Bill Barrett
Nina Green	Vicky Downey	Vicki Hinkle	Tammie Jones
Brenda Andrew	Tiffini Lyda	Alfred Miller	Jim Norris
Ed Phillips	Janis Raab	Michael Ryburn	Rick Crouch
James Trusley	Paul Walenciak		

MEMBERS NOT PRESENT

Tia Baker	Jerry Hawkins	Bill Weldon	Jon Merrifield
Brian Mooney	Steve Musick	Tom Talley	Larry Wheatley

GUESTS

Stephen Gable	Heather Tovar	Marsha Shelton	Erin Giles
Theresa Hannick	Melinda Freundt	Mark Baker	Bill Cunningham

WIB STAFF

Kathie Price

CALL TO ORDER

The meeting was called to order by Vicki Hinkle, Chair.

ROLL CALL

Kathie Price called the roll. A quorum was established.

MINUTES

Regular minutes and Executive Committee minutes were presented for the dates of January 27, 2010 and March 24, 2010. A motion was made to approve the regular minutes and ratify the actions of the Executive Committee and approve those minutes for all meetings by Randy Cumby, seconded by Cheri Lou Gastineau.

Those voting yes: Nicky Boone, Sharon Cornelius, Randy Cumby, Stephanie Downs, DeRoy Elledge, Cheri Lou Gastineau, Bill Barrett, Nina Green, Vicky Downey, Vicki Hinkle, Tammie Jones, Brenda Andrew, Tiffini Lyda, Alfred Miller, Jim Norris, Ed Phillips, Janis Raab, Michael Ryburn, Rick Crouch, James Trusley , Paul Walenciak.

Those voting no: None

Those abstaining: None.

The minutes of the January and March meetings stand approved, and the actions of the Executive Committee in January and March are ratified by the full board.

BUDGET ACTIVITY

Marsha Shelton, Fiscal Agent representative, presented the WIB budget expenditures through May 31, 2010. A motion was made by Stephanie Downs and seconded by Vicky Downey to approve the budget expenditures.

Those voting yes: Nicky Boone, Sharon Cornelius, Randy Cumby, Stephanie Downs, DeRoy Elledge, Cheri Lou Gastineau, Bill Barrett, Nina Green, Vicky Downey, Vicki Hinkle, Tammie Jones, Brenda Andrew, Tiffini Lyda, Alfred Miller, Jim Norris, Ed Phillips, Janis Raab, Rick Crouch, James Trusley, Paul Walenciak.

Those voting no: None

Those abstaining: Michael Ryburn.

The WIB budget expenditures report stands approved.

At this point, Chair Hinkle informed the Board that the agenda items were going to be rearranged slightly and asked that the committee activities action items be addressed next.

(Dean Derieg arrived at the meeting at this point.)

COMMITTEE ACTIVITIES

Stephanie Downs reported that the Finance Committee had reviewed the proposed budget and that the committee recommended to the WIB that the Program Year 2010 Budget be approved as proposed. Marsha Shelton answered any questions that the members had about the budget, and reminded them that since the close of this program year was not until June 30, that the carryover figures in this budget were estimates. A further revision will be necessary after the close of books for Program Year 2009, likely at the next regularly scheduled meeting.

A motion was made by Ed Phillips and seconded by Alfred Miller that the recommendation of the Finance Committee be taken and that the budget be approved.

Those voting yes: Nicky Boone, Sharon Cornelius, Randy Cumby, Dean Derieg, Stephanie Downs, DeRoy Elledge, Cheri Lou Gastineau, Bill Barrett, Nina Green, Vicky Downey, Vicki Hinkle, Tammie Jones, Brenda Andrew, Tiffini Lyda, Alfred Miller , Jim Norris, Ed Phillips, Janis Raab, Rick Crouch, James Trusley, Paul Walenciak.

Those voting no: None

Those abstaining: Michael Ryburn.

The Program Year 2010 budget stands approved.

Cheri Lou Gastineau, member of the WIB's Youth Council, reported that the Youth Council had met earlier that month and reviewed the Summer Youth Strategic Plan which provides summer work experiences with DHS ARRA funds. That plan had been made available to the WIB for their review. Although there was no absolute requirement for the WIB to approve the plan, the Youth Council recommends that the WIB do so formally. A motion was made by Ed Phillips and seconded by James Trusley to approve the Summer Youth Strategic Plan.

Those voting yes: Nicky Boone, Sharon Cornelius, Randy Cumby, Dean Derieg, Stephanie Downs, DeRoy Elledge, Cheri Lou Gastineau, Bill Barrett, Nina Green, Vicky Downey, Vicki Hinkle, Tammie Jones, Brenda Andrew, Tiffini Lyda, Alfred Miller, Jim Norris, Ed Phillips, Janis Raab, Michael Ryburn, Rick Crouch, James Trusley, Paul Walenciak.

Those voting no: None

Those abstaining: None.

The Summer Youth Strategic Plan stands approved.

PROGRAM OPERATIONS FOR PROGRAM YEAR 2010

Marsha Shelton explained to the WIB that the Fiscal Agent chooses again this year to continue to operate the year-round WIA Youth Program pursuant to WIA Section 123; 20 CRF 652, Part 664.405(a)(4). Each youth will work with a case manager to develop a plan of service, and necessary elements will be procured on an individual basis for each youth. Ms. Shelton informed the Board that a new Invitation for Information had been sent to entities providing youth services as part of the procurement of those program elements.

TITLE V (OLDER WORKERS) ON-THE-JOB EXPERIENCE PROGRAM

Evelyne Hulin, case manager for the Title V program, made a short presentation to the WIB concerning a new opportunity for employers who might want to hire an older worker. A fact sheet was provided to all members, and Ms. Hulin went over the particulars of the program and answered questions from the Board.

MEMORANDUM OF UNDERSTANDING

Kathie Price informed the members that an extension of the Memorandum of Understanding (MOU) between the system partners concerning the operation of the Workforce Centers had been submitted to Oklahoma Employment Security Commission. All partners had reviewed the MOU and agreed to an extension.

WIB INFORMATIONAL REPORTS

Workforce Center Information – Stephen Gable, Center Manager for the Altus Center updated the members on the activities at the Workforce Centers, including GED classes and Vocational Rehab, unemployment rates, resource room activities, and Job Corp.

WIA Report – Heather Tovar, WIA Skills Development Specialist, gave the Board current enrollment information for WIA Adult and Dislocated Workers.

Sector Initiatives – In Kelley Young’s absence, Kathie Price informed the group that sector work on health care and manufacturing continues and that she is working with Commerce and the State Library Board on an initiative to allow job seekers to be served at local libraries.

WIA Youth Operations – Erin Giles, Youth Case Manager, gave the board current information on the year round program and the summer employment program. She answered questions from the floor. Kathie Price told the WIB about plans to apply for a grant from Oklahoma Commission on Children and Youth to develop a pilot mentoring program for transitional youth in the Altus area, with the hope that it can be replicated throughout the WIA.

PRESENTATION

Kathie Price made a power point presentation that had been prepared by Corporation for a Skilled Workforce (CSW) for the Governor’s Council on Workforce and Economic Development. The content involved the importance of “middle-skilled” jobs in Oklahoma. A discussion followed based on questions that CSW had posed. Ms. Price told the group that it was her intention to bullet point the comments from the SW WIB and provide those to the Department of Commerce at their request.

ADJOURN

Ms. Price and Ms. Hinkle took a moment to recognize the upcoming retirement and past contributions of two long-time WIB members; Sharon Cornelius (DHS) and Randy Cumby (WOSC). The entire group expressed their appreciation for their service. There being nothing further, Vicki Hinkle declared the meeting adjourned.

VICKI HINKLE, Chair Date

ATTEST Date