



EASTERN WORKFORCE INVESTMENT BOARD

Meeting Minutes of Monday, August 17, 2009 5:00pm

Eastern Workforce Investment Board
721 S 32nd Street
Muskogee, OK 74401

Members Present:

| | | | |
|----------------|----------------|----------------|-----------------|
| Andy Bealko | Robert Brown | Lisa Clark | Lawrence Corvi |
| Charley Farley | Blake Farris | Earnie Gilder | Linda Gerster |
| Addie Griffin | Gilbert Hall | Cleon Harrell | Robert Jennings |
| Diane Kelley | Jay Littlejohn | Tim McElroy | Mary Meriwether |
| Bill Middleton | Danna Minnick | Donnie Nero | Barnetta Pofahl |
| Danne Spurlock | Gary Warnock | Brian Woodliff | |

Members Absent:

| | | | |
|---------------|-----------------|-----------------|----------------|
| Larry Adair | Paul Brown | Jason Butler | Steven Edwards |
| Ed Eubanks | Rusty Girty | Terry Goodson | Jim Harris |
| Anthony James | Clair Porschien | Travis Schiller | Ken Sterling |
| Gene Wallace | Mike Webb | | |

WIB Staff Present:

| | | | |
|-------------------|------------------|-----------------|----------------|
| Nanette Robertson | Juanita Hermanns | Darlene Coleman | Sharon Nichols |
| Connie Sharp | Nanette Spencer | | |

Guests:

| | | | |
|---------------|----------------|------------|-------------|
| Shari Belcher | Leisha Haworth | Robin Ross | Ron Venters |
|---------------|----------------|------------|-------------|

Call to Order / Opening Remarks

Chairman Gilbert Hall called the meeting to order at 5:32pm. Chairman Hall made Opening Remarks. Mary Meriwether announced the Experience Works Awards in Okmulgee and Muskogee.

Roll Call

Roll call was made and a quorum declared present with 23 members present and 14 members absent.

Reading and Approval of Minutes

Chairman Hall called for a motion to approve the minutes of May 18, 2009. Earnie Gilder made the motion to accept the minutes. Tim McElroy seconded and the motion carried unanimously.

Board Development /Environmental Scanning:

Senator Coburn was not present for this item.

Report from Executive Director:

Executive Director Nanette Robertson stated that in an effort to go Green, EWIB would be receiving all meeting materials by e-mail now and the only items that would be printed for Board meetings will be the agendas and any last minute hand outs. She also stated that Union Schools had obtained the Adult Basic Education contract for Wagoner and Muskogee counties and would have a presence in the Workforce Oklahoma centers in those communities. Director Robertson announced the EWIB Twitter and Facebook accounts and encouraged the members to “tweet” EWIB. She also invited the members to attend the WIA Alumni Celebration on September 17, 2009 at the Capitol.

Report from Youth Council Chair

Danna Minnick reported that Youth Council had met with the SCA group and the regional park representatives who are interesting in working with the Youth Program.

Report from Committees

- **Business and Economic Development Committee – Earnie Gilder**
Earnie Gilder stated the committee had met and discussed the survey sent to businesses this summer. He stated there was a greater need for workforce development in the communities
- **Education Committee – Barnetta Pofahl**
Barnetta Pofahl stated the committee had met electronically.
- **Finance Committee – Robert Jennings**
Robert Jennings reported the committee had met electronically.
- **System Oversight Committee – Andy Bealko**
Andy Bealko reported the committee had met and discussed integration, access points and the re-opening of McIntosh and Wagoner counties’ centers.
- **Health Care Coalition – Donnie Nero**
Dr. Nero stated that the Coalition is making progress in finding funding for the committee.

Report from One Stop Operator

Charley Farley reported the current numbers are in the packet. He says the center numbers traffic counts are high and staffing is a concern.

Discussion and Possible vote to begin and end Executive Session

- **Discussion of Employees/ Representatives of Employee Groups Pursuant to Title 25, Oklahoma Statutes §307b**

A motion was made by Charley Farley at 5:48 pm to go into Executive Session and the second was made by Tim McElroy. The motion carried unanimously.

A motion was made by Earnie Gilder at 6:15pm to end the Executive Session and the second was made by Larry Corvi. The motion carried unanimously.

Compliance Statement for Executive Session

Chairman Hall stated that the nature of the executive session was to review and discuss staff salaries, the one-stop operator and the service provider contract.

Consent Items for Ratification: Executive Committee Recommendations

- A. Vote on EWIB Youth Stipend Policy
- B. Vote on EWIB Needs Related Payments Policy and Procedures
- C. Vote on Monitoring Policy and Procedures
- D. Vote on Procurement Policy and Procedures
- E. Vote on Eligible Training Provider Policy/Performance
- F. Vote on New Programs of Study
- G. Vote on Subsequent Programs of Study
- H. Vote on Demand Occupations/ Skills
- I. Vote on Self Sufficiency Rate
- J. Vote on Priority of Service Policy
- K. Vote on Individual Training Account (ITA) Duration and Amount
- L. Vote to Authorize Executive Director to Approve Policy Mandates
- M. Vote to Re-Open McIntosh and Wagoner County offices
- N. Vote on One Stop Operator Contract
- O. Vote on Muskogee EWIB Lease Agreement
- P. Vote on Executive Director's Salary
- Q. Vote on PY '09 Budget
- R. Vote on Service Provider Contract – STEPs Inc.
- S. Vote on STEPs Budget Modification Request

Director Robertson stated there was a summary of the policies in the packet.

Andy Bealko made the motion to accept consent items A through K. Robert Jennings seconded the motion. The motion passed 19-0. Robert Brown, Tim McElroy, Donnie Nero and Danne Spurlock abstained because they are training providers.

Tim McElroy made the motion to accept consent item L. Larry Corvi seconded the motion. The motion passed unanimously.

Donnie Nero made the motion to accept consent item M. Larry Corvi seconded the motion. The motion passed unanimously.

Donnie Nero made the motion to accept consent item N. Tim McElroy seconded the motion. The motion passed unanimously.

Earnie Gilder made the motion to accept consent item O. Charley Farley seconded the motion. The motion passed unanimously.

Andy Bealko made the motion to accept consent item P effective August 17, 2009. Mary Meriwether seconded the motion. The motion passed unanimously.

Donnie Nero made the motion to accept consent item Q. Larry Corvi seconded the motion. The motion passed unanimously.

Consent item R: Robert Brown made the motion to end the current service provider's contract effective October 31, 2009. Earnie Gilder seconded the motion. The motion passed unanimously.

Donnie Nero made the motion to accept consent item S. Tim McElroy seconded the motion. The motion passed unanimously.

Discussion and Possible Vote on Student Conservation Association (SCA) Proposal

Director Robertson asked Jason George to explain the SCA proposal to the members. Mr. George explained that the proposal was for Park Restoration that included a Green Jobs curriculum that certified individuals to work in any national park. Director Robertson asked if the Board would grant permission to pursue a possible contract with SCA. Robert Brown made the motion to allow EWIB to pursue a possible contract with SCA. Earnie Gilder seconded the motion. Motion carried unanimously.

Presentation of Awards

Director Robertson recognized seven board members with perfect attendance for PY'08: Andy Bealko, Larry Corvi, Earnie Gilder, Gilbert Hall, Bill Middleton, Karl Husmann (now retired), and Gene Wallace.

Closing Remarks

Chairman Hall thanked everyone for coming. The meeting adjourned at 6:45 pm.

Meeting Materials Distributed:

- ✓ Agenda
- ✓ Minutes from May 18, 2009
- ✓ One Stop Operator Report
- ✓ Summary of Consent Agenda Items
- ✓ Demand Occupations and Skills List
- ✓ EWIB Needs Related Payments Policy and Procedure
- ✓ EWIB Monitoring Policy and Procedure
- ✓ EWIB Youth Incentive and Stipend Policy and Procedure
- ✓ EWIB Individual Training Account Policy and Procedure
- ✓ Letter from Johnson Enterprises Holding Corporation
- ✓ New Programs of Study
- ✓ Subsequent Training Providers
- ✓ OESC Fiscal Monitoring Report PY 08
- ✓ SCA Program Proposal
- ✓ Year to Date ITAs by Demand Occupation report
- ✓ Year to Date ITAs by Training Provider Report
- ✓ EWIB MARKETVUE Report

NOTE: All Attachments and voting records regarding this meeting may be viewed at the Eastern Workforce Investment Board Administration Office.