

**Governor's Council for Workforce and Economic Development**  
**WORKFORCE SYSTEMS OVERSIGHT COMMITTEE**  
**Minutes of Meeting**

**Date:** September 9, 2016  
**Time:** 2:00 P.M.  
**Place:** Oklahoma State University – Oklahoma City

**Members Present:**

Richard McPherson, John Hawkins, Donnalla Miller, and Valerie Thompson.

**Staff:** Jeane Burruss, and Linda Emrich.

**Guests:** Kerry Manning and Karen Davidson.

**Welcome**

Co-chair Richard McPherson opened the meeting by welcoming everyone and reviewed the agenda.

**Approval of Minutes**

A motion was made by John Hawkins to approve the June 21, 2016 meeting minutes. Donnalla Miller seconded the motion. There was no further discussion and the motion carried unanimously.

**Governor's Council Update**

Jeane Burruss reported the following:

- At the last Council meeting, the committees were discussed and that they are supposed to begin meeting and putting together their goals and objectives.
- A co-chairs and staff meeting is planned for October 7 at 1:00 p.m. to further discuss the work of the committees and ensure the work is connected with the other committees, the Council and WIOA.
- The next Governor's Council meeting will be October 28, 2016.

**Vice-Chair for the Governor's Council**

Co-chair, Richard McPherson, said that it has been several years since the Governor's Council has had a vice-chair. With the implementation of WIOA, the systems changes and integration of Council activities with Oklahoma Works and the many other statewide workforce initiatives, it has been suggested the time is right for the Governor's Council to have the service of a vice-chair. In collaboration with the Governor's office, we would respectfully like to nominate Nathaniel Harding to serve as vice-chair of the Governor's Council for Workforce and Economic Development. In accordance with the Council Bylaws, such nominations must first be considered by the Workforce System Oversight Committee and if approved, then submitted to the full Governor's Council for consideration. John Hawkins made the motion to nominate Nathaniel Harding as vice-chair of the Governor's Council. The motion was seconded by Donnalla Miller. No further discussion. The motion carried unanimously.

**Policy Process**

Jeane Burruss explained that the role for the WSOC in the policy process was not to approve the content of program policy but its role is to give approval for policy to be released and that the policy goes along with the law. The other policies are system policies which affect the local regions, board structures, etc. Those policies will be approved by the WSOC. There will be no 30-day comment period for any policy. Comments, if any, will be considered prior to the policy going to the WSOC. Workgroups consisting of subject matter experts will consider the policy and will take into consideration any questions or comments. Under the WIOA, the Administrative Entity appointed by the Governor has the authority to put out policy with no comment. A clearly defined policy for program and system policy process will be developed soon.

**Old Business**

None.

**New Business**

None.

**Next Meeting**

The next meeting is scheduled for October 7, 2016 at 3:00 p.m.

**Adjournment**

The meeting adjourned at approximately 2:34 p.m.

*Respectfully submitted,  
Linda Emrich*