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

Date: October 7, 2016
Time: 2:00 P.M.
Place: Oklahoma State University – Oklahoma City

Members Present:
Richard McPherson, John Hawkins, Valerie Thompson, Marty Williams, and Nathaniel Harding.

Staff: Jeane Burruss, and Linda Emrich.

Welcome
Co-chair John Hawkins opened the meeting by welcoming everyone and asked everyone to self-introduce themselves. The agenda was reviewed.

Approval of Minutes
A motion was made by Valerie Thompson to approve the September 9, 2016 meeting minutes. John Hawkins 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.
- Richard McPherson reported that the co-chairs of the Council's committees and staff met on 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. Council chair Steve Hendrickson asked committees to come up with at least 3 Big Goals for short-term (1 year) and 3 Big Goals for long-term (3-5 years). The goals will be presented to the Governor's Council at the October 28 meeting. The goals need to be centered around wealth generation, median income, poverty, etc. John Hawkins said that he has a few ideas for the WSOC to work on.
- The next Governor's Council meeting will be October 28, 2016.

WSOC Orientation
Jeane Burruss explained that the Workforce System Oversight Committee makes decisions on program governance, policy and capacity building for the Local Workforce Development Boards and partnerships. The Committee serves as an oversight board and ensures compliance with WIOA. It certifies Local Workforce Development Boards, set system-wide metrics and performance expectations, identify and conduct service delivery efficiency pilot projects, develop guidance to make the workforce system more effective and efficient, etc. (See handouts for specific goals and objectives and action items.) The System Oversight Sub-Committee helps to develop the system, toolkits, pilots, SWOT analysis of Planning Regions, design policies, etc.

Council member, Donnalla Miller, chairs the SOS. Members are from various workforce partners such as CareerTech, Dept. of Rehabilitation Services, Dept. of Commerce, Dept. of Human Services, Employment Security Commission, Regents for Higher Education, Local Workforce Boards, and Key Economic Networks. A contact list was handed out with the sub-committee members' information. Feel free to contact any of them if you have questions or need anything.

Policy Process
Jeane Burruss explained that the Workforce System Oversight Committee approves *System* policies. They only review *Program* (Adult, Dislocated Worker & Youth) policies. There is a three-day review period for the policies. If there are any questions regarding the policy that is being reviewed, the committee can send questions or concerns back to the policy author. She added that there is a self-assessment policy and a SWOT analysis policy that the WSOC will need to review for approval and she will send them out to the committee on Monday. When Jeane sends the policies to the WSOC, she will let them know whether it is for *review* or for *approval* and will have that noted on the front of the policies. Valerie Thompson suggested we use a color code. If there are any recommended changes, please use track changes and send back to Jeane Burruss.

Old Business
None.

New Business
None.

Other
Nathaniel Harding thanked the WSOC for recommending him to be the vice-chair of the Governor's Council. He will do his best and will be calling on the committee for their help.

Next Meeting
The next meeting is scheduled for December 9, 2016.

Adjournment
The meeting adjourned at approximately 3:34 p.m.

Respectfully submitted,
Linda Emrich