



## GOVERNOR'S COUNCIL FOR WORKFORCE AND ECONOMIC DEVELOPMENT

### MEETING MINUTES

**Date:** April 28, 2017

**Time:** 9:00 A.M.

**Place:** Oklahoma State University-Oklahoma City, 900 N. Portland Ave., Oklahoma City, OK

#### **Welcome/Call to Order**

Chair Steve Hendrickson called the meeting to order and reviewed the agenda. Two new members to the Council were introduced – Ken Doke, Muskogee County Commissioner, representing elected officials; and David Gerken, Owner, Red Plains Ranch, representing business, Ag-Bio.

#### **Approval of Minutes**

Jim Curry made a motion to approve the January 27, 2017 meeting minutes, seconded by Chuck Gray. No further discussion. The motion carried unanimously.

#### **New Skills for Youth Update**

Cindy Koss, OK State Dept. of Education, said that you need to start out with the WHY we are doing this work and the purpose of WHAT we are doing for preparation.

Why?

- Provide opportunities for all students to secure a future that matches their passions, skills, and dreams.

What?

- Implement New Skills for Youth Action Plan. (The Action Plan can be found on the State Dept. of Education's web site.)

How?

- Engage community, family, students, educators, counselors, and business.

Where are we today?

- There is a workforce skills gap that needs to be filled. There needs to be relevant and rigorous programs of study for our students.

Vision

- To ensure all students have the opportunity and support to successfully secure a postsecondary degree and/or industry certification that reflects each individual's passions and skills.

Action Plan Highlights

- Career Pathway Strategy Leads work with KEN Champions and Career Pathway Champions (connect business and education).
- Individual Career Academic Plans (ICAP)
- Regional Professional Development
- Interactive Website and Online Learning Platform
- Call to Action Cross-Sector Workgroups
- Call to Action Annual Summits

ICAP

- Individual Career Academic Plan is a multi-year process that helps students consider a future career and helps them design the way to get there. Students have an opportunity to determine their interests and passions and ways to explore and experience career opportunities. With increased knowledge, students, with family and educator support, can create their individual career pathway to success. Students will be able to explore internships, apprenticeships, etc. It will be a great way for business to connect. Success for the future includes academic, technical and employability skills, which will all be included in an ICAP.

## Oklahoma Works Update

- Secretary Shirley stated that a few weeks ago they did a stocktake to see where they are at and where they are behind and where they are headed. Three of the many things that they got from the stocktake are:
  1. We need to make sure that we are integrating Oklahoma Works strategies and plan with the New Skills for Youth grant because they go hand-in-hand.
  2. They are going to start a performance funding pilot very soon. This has been on the Governor's to do list for the past seven years.
  3. We will continue to try to foster a path for data analytics and workforce and education agencies to support the workforce and education collaborative. Tony Hutchinson at the State Regents has really led the way in this. As we pull all of the other agencies together, we will be able to map out what happens in education and see how it impacts the workforce that we are trying to create today.

## Committee Updates

- **Workforce System and Oversight Committee (WSOC)**

Richard McPherson reported that the committee met on April 24 for a report on the flash review of the regional plans that you will be seeing here today. All plans were submitted on time. A comprehensive review will be conducted by the Systems Oversight Subcommittee (SOS) led by Donnalla Miller, Council member. If discrepancies are discovered, the plans will be returned to the respective regions for revisions and resubmitted for review. A technical assistance plan will be offered through the SOS and the Office of Workforce Development which will be implemented when assistance is identified and needed. The WSOC will carefully review the final review findings of each plan under the authority of the Governor's Council to ensure they meet the standards established in the guidance. The WSOC will approve them and have the Governor's Council ratify that decision at the next meeting. This is to ensure implementation of the processes to move forward for regions.

Dates to remember:

- May 1, 2017 – Plans are due and the State review period begins.
  - June 30, 2017 – State review period is completed.
  - July 1, 2017 – Plans (Regional and Local) goes into effect.
- **Healthcare Workforce Committee**

Shelly Dunham reported for the current work of the three subcommittees:

    - Critical Healthcare Occupations
      - Develop methodology
      - Prioritize list of critical occupations
      - Identify skills gaps
      - Explore and recommend solutions to close gaps
    - Graduate Medical Education
      - Develop strategy to sustain current funding levels and secure long term authority
      - Identify policy levers
      - Produce issue briefs and policy recommendations
    - Teaching Health Centers
      - Identify policy levers and/or barriers
      - Produce statewide assessment, issue brief and policy recommendations

Healthcare Industry Report Update:

- Met with key agencies
- Met with stakeholder group on March 31, 2017
- Discussed the recommendation to revise the 2006 report
- They are developing MOUs among agencies
- Gathering data from stakeholders and creating data inventory

- Determining Critical Occupations list with guidance from workgroup
- List will determine what occupations will be included in the report

Next Steps:

- With updated Critical Occupations list:
  - Project Supply and Demand
  - Forecast shortages/surplus
  - Develop strategies and recommendations to close supply/skills gaps

David Keith added that they have a very robust cross-section of stakeholders. All of the stakeholder groups are anxious for the recommendations to come out.

- **Youth Program Committee**

Steve Hendrickson reported for Chuck Mills who couldn't be at the meeting.

- The Individual Career and Academic Plan (ICAP) that was supported by the Youth Committee passed through the Legislature and will be implemented in schools in the 2019-2020 school year. A pilot will be selected in the 2018-2019 school year.
- The Committee is working on creating a model for increasing parental or family involvement in the dropout recovery effort for out-of-school youth. They are working with Adult Basic Education to assist in the recovery for those individuals to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency.
- The Committee is supporting the use in schools of the Character.org system which addresses employability skills, which covers soft skills, people skills, character skills, etc. This is not the competency skills but the character piece which is the head and heart piece so to speak. Both are important as well as strong competencies to have a well-rounded workforce.
- The Committee will work with the Department of Education to establish criteria for schools to work toward and accomplish the work ready/career ready distinction and are hoping to assist with the rollout of the project before school year 2018-2019.

**Career Pathways Committee “Deep Dive”**

Chuck Gray, co-chair, stated that the Career Pathways Committee had previously met on an ad-hoc basis prior to being brought into the Governor’s Council (GCWED). It was restructured in 2016 as a standing committee of the GCWED. In Fall 2016, they began meeting as a GCWED committee and established three tangible short and long-term objectives linked to Oklahoma Works. Additional information that was shared:

- The Career Pathways Committee interfaces with other GCWED committees and Local Workforce Development Boards (WDBs) as well as other initiatives such as: New Skills for Youth, Launch Oklahoma, and Key Economic Networks (KENS).
- Committee Objectives
  - Align and connect with the needs of Oklahoma’s employers and regional economies (KENS, WDBs)
  - Identify key skill gaps in critical ecosystems
    - Aerospace and Defense
    - Energy
    - Agriculture and Bio Sciences
    - Information and Financial Services
    - Transportation and Distribution
  - Developing an action plan to close critical skill gaps and strengthen the talent pipeline
  - A Policy Subcommittee was established to do the deep dive of the work since the Committee only meets four times a year. The subcommittee is focusing on the following:
    - Develop and implement state focused Career Pathways policies and objectives supporting the GCWED
    - Identify and target critical skill gaps and deploy career pathways to close them

- Collaborate with education institutions and employers for plan development/ deployment.
    - Membership includes Career Pathways Champions and Ecosystem focals
  - Status of Goals for 1<sup>st</sup> Year
    - Integrate a committee member tied to each of the 9 KENs to be a Career Pathways Champion – *Completed*
    - Establish Committee Bylaws – *In Process*
    - Identify 4 critical Oklahoma skill gaps and establish pathways to close – *In Process*
    - Integrate a committee member tied to each of the 5 Ecosystems to be a Career Pathways Champion – *In Process*
  - Next Steps
    - Growth occupations presented at April 20, 2017 meeting. Awaiting on feedback from committee.
      - Industrial Machinery Mechanic
      - Civil/Industrial Engineer
      - Construction Skilled Trades
      - Heavy and Tractor Trailer Truck Driver
    - Gather information about required skills, training, certifications, degrees for each occupation
    - Map a pathway for each selected occupation and deploy, tailor and deploy in collaboration with KENs

### **Regional/Local Plans**

Last year, the Governor designated four regions in Oklahoma that encompass the eight local workforce development areas. The regions are: Central, Northeast, Southeast, and Western. Regions are intended to ensure areas with similar labor markets work together to align their efforts toward common goals. Two of the regions are composed of one area each, the other two regions are composed of three areas each. As required by the Workforce Innovation and Opportunity Act (WIOA), each region must develop a regional plan.

Leadership from each of the regions were asked to give brief presentations on their regional plans and to outline big picture goals for the next four years, how their region will be better as a result of implementation, how their plan fits with the WIOA and Oklahoma Works state plans, and to share with the Council a best practice from their region.

The following Regional/Local Plan presentations were given and a link to their presentations are included:

- Central Region – Comprised of the Central Workforce Development Area (Local Plan).
  - Presenters:
    - Richard Brown, Board Chair
    - Melissa Dennis, Chief Local Elected Official
    - Eddie Foreman – Board Staff
  - Link to the presentation: <http://oklahomaworks.gov/wp-content/uploads/2017/04/Central-Region-4-28-17.pdf>
- Northeast Region – Comprised of the Eastern WDA, Northeast WDA, and Tulsa WDA.
  - Presenters:
    - Dan Delozier, CLEO for Northeast WDA
    - Jerri Stoutermire, Board Staff for Eastern WDA
    - Michelle Bish, Board Staff for Northeast WDA
  - Link to the presentation: <http://oklahomaworks.gov/wp-content/uploads/2017/04/Northeast-Region-4-28-17.pdf>
- Southeast Region – Comprised of the Southern Workforce Development Area (Local Plan).
  - Presenters:
    - Tony Simmons, CLEO

- Chyrel Fortner, Board Vice-Chair
  - Link to the presentation: <http://oklahomaworks.gov/wp-content/uploads/2017/04/Southeast-Region-4-28-17.pdf>
- Western Region – Comprised of the South Central WDA, Southwest WDA, and Northwestern Oklahoma WDA.
  - Presenters:
    - Rodney Palesano, Board Chair for South Central WDA
    - Trina Madden – Board Staff for South Central WDA
    - Carol Sims – Board Staff for Southwest WDA
    - Jennifer Miller – Board Staff for Northwestern Oklahoma WDA
  - Link to the presentation: <http://oklahomaworks.gov/wp-content/uploads/2017/04/Western-Region-4-28-17.pdf>

Chair Steve Hendrickson commended all for the excellent presentations and thanked them for the time they spent on them and those who volunteer to be on the Boards.

### **Old Business**

AJLA Data Breach Update – Mike Widell reported that on March 15 is when we first found out about a breach with the American Job Link Alliance system, which we call OKJobMatch. Mike wants to send out a special thank you to everyone who helped work on the data breach and the response, and especially to Mark Gower with OMES Security. With the way our state is set up we were able to rally the other states and make sure there was a daily update and a coordinated response to the breach. There were ten states affected and possibly up to 4.8 million people that potentially could have their personal identification information (PII) compromised.

AJLA hired RSA Solutions, a Dell Company, to come in and they recognized several security incidents and breaches and eliminated the issue that caused them. The FBI has become involved with this at the national level and it is being handled. Mike said that the total number of persons registered in OKJobMatch with a social security number in Oklahoma is 430,678 individuals.

Nine of the ten states affected opted for a Substitute Notice. This is when an email is sent out to all accounts that have a valid email address rather than sending out personal letters. All those who received an email were offered free credit monitoring for one-year. The information was posted on the OKJobMatch.com web site as well as other web sites. Mike also thanked Jon Eller, with OESC, who has been managing this breach from their side of the house. AJLA has been working with the Denham Group and their recommendations to change some of AJLA's systems and practices and are implementing those at this time. The Governor's office has been involved with this breach and we have been notified that the Substitute Notice requirements have been satisfied. The State will continue to monitor and work with Mark Gower and his office to make sure the vendor maintains a safe and secure environment moving forward.

### **New Business**

None.

### **Next Meeting Date**

The next Governor's Council meeting is scheduled for Friday, July 28, 2017 at 9:00 a.m. and will be held at Oklahoma State University – Oklahoma City.

### **Adjourn**

The meeting adjourned at approximately 11:10 a.m.

*Respectfully submitted,  
Linda Emrich*