

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

Date: August 11, 2017
Time: 2:00 P.M.
Place: Oklahoma State University – Oklahoma City, BT 300

Members Present: Richard McPherson, John Hawkins, Ken Doke, Nathaniel Harding, Donnalla Miller, Valerie Thompson, and Martin Williams

Staff: Erin Risley-Baird, Jeane Burruss, Linda Emrich, and Lindsey Workman

Guest(s): Bill Bryant

Welcome

Co-chair John Hawkins opened the meeting and welcomed everyone.

Approval of Minutes

A motion was made by Valerie Thompson to approve the June 23, 2017 meeting minutes. Nathaniel Harding seconded the motion. There was no further discussion and the motion carried unanimously.

Consent Agenda

Co-chair Hawkins explained that the Workforce System Oversight Committee (WSOC) will be utilizing a Consent Agenda more in the future. He said that is what is used at the Workforce Development Board meetings a lot and added that all of the materials for the WSOC are sent out far enough in advance for everything to be reviewed prior to the meeting.

Co-chair Hawkins said for those who are not familiar with a Consent Agenda, we will get a motion and a second to approve the Consent Agenda and if there is any discussion after that, we can pull a particular item off of the Consent Agenda and that item can be discussed separately after we vote on the Consent Agenda. Co-chair Hawkins asked if there were any questions? There were no questions.

Nathaniel Harding made a motion to approve the Consent Agenda. The motion was seconded by Martin Williams. There was no further discussion and the motion carried unanimously.

40% Minimum Training Policy

Co-chair Hawkins stated that the Governor has the desire and the authority to determine that we need to have a 40% minimum training policy. He knows that there has been some discussion about directing how budgets are spent at the Local Workforce Development level or the regional level and that is not what the Governor is trying to do. The Governor is merely stating that of the money that they (WDBs) get, that 40% of the money be spent on training. That is what's happening in other states and it has been tested as to the authority of the Governor to do that as the leading elected official of the state. That is the direction the Governor wants to go and she

has asked that we propose it. Co-chair Hawkins said that the committee can discuss it now, or vote on it and then discuss it after it's been seconded – whatever the desire of the WSOC.

Nathaniel Harding made a motion to approve the 40% Minimum Training Policy, seconded by Valerie Thompson.

Co-chair Hawkins asked for any further discussion.

Valerie Thompson commented that she knew a letter had been submitted and asked if those issues had been resolved or has someone circled back to him to have something in writing explaining what we have discussed here so there is no confusion going forward?

Erin Risley-Baird, Executive Director, Oklahoma Office of Workforce Development, stated that they received three (3) comments that were written and sent during the open comment period for the local workforce boards. One was from the Northeast Board, one was from the Central Oklahoma Workforce Board, and one from the Tulsa Workforce Board. Erin said that the attachment to the policy includes the comments that were received as well as the responses from our office, so we are putting that forth to this committee first before we go back to the local boards, but that would be our office's response to support the work. Erin added that typically what has been done in gathering input is to put it in a question/response framework, but for this policy in particular, the original comments were left intact on the back end so you could see how we translated those into responses. This was done because this policy is a little more controversial than some of the other policies. So, the comments were included in the meeting materials as well as our synthesizing of that information.

Co-chair Hawkins asked if there were any more questions or discussion. Since there were no more questions, and they already had a motion and a second, at this point he said that all who were in favor should signify by saying "aye", those opposed, same sign. The motion passed unanimously.

Western Oklahoma Workforce Development Board Certification

Co-chair Hawkins stated that the WSOC has already approved the redesignation of the Northwestern Oklahoma and Southwest Workforce Development areas, who have joined together. The new area is now the Western Oklahoma Workforce Development Area. The Local Elected Officials signed a new consortium agreement, ratified on August 2, 2017. Jeane Burruss said that all of the necessary documents have been submitted from their Local Elected Officials nominating their board. The documents were reviewed and the proposed Workforce Development Board have met all of the requirements so they just need to be certified.

Ken Doke made a motion to certify the Western Oklahoma Workforce Development Board. Marty Williams seconded the motion. No further discussion. All those in favor were asked to signify by saying "aye", those opposed, same sign. The motion passed unanimously.

Future Meetings Discussion – Open Meetings and Video Conferencing

Erin Risley-Baird said that at the last WSOC meeting, it was requested that video conferencing was looked into as a possible option for the committee. Knowing that this committee is made up of ones who have to travel some distance to the WSOC meetings, we want to try to make it a

little more convenient for this group to gather together especially since the transition of the OOWD from Commerce over to OSU-OKC, and also the implementation of the WIOA which has required a lot more policies, therefore requiring this committee to meet more frequently. Erin said that she asked Lindsey Workman, our new State EO Officer, to put together a kind of white paper of video conferencing capabilities for the committee. We definitely think it is an option. The question is – is it something that the committee would like to do? If so, then we can try to find the spaces for the video conferencing to happen. As you know, we have one of our employees based out of Tulsa, so that would be a location that we have an agreement in place, so that would be an option. Of course, there’s Oklahoma City but we can entertain other locations as well to make it more convenient to get folks together. Lindsey researched this and it has to be video conferencing so you can see one another rather than conferencing via telephone.

Co-chair Hawkins said that it has to be a quorum at the primary location and it also has to have a majority. Erin said that we would need to be sure that we have a majority at this location and not have everyone scattered about. There are seven (7) members of the WSOC. Valerie Thompson asked how many is a quorum? Co-chair Hawkins said that we might need to research that a little bit more because it could be the majority of those present. In the Open Meetings Act requirements, he said it was 50% of those present in order to pass something. Ken Doke asked what is a quorum? Erin suggested that she could come up with some scenarios to make it really easy to understand if we want to proceed with this. For example, if we have seven members, then four of them would have to be in the Oklahoma City location when we meet. If we only had five members who could attend that day, three of those would have to be in Oklahoma City that day. We would have to have a strong commitment of the WSOC members to attend and in which location.

Co-chair Hawkins looked up the definition of a quorum. It is, “Minimum number of members of a deliberative assembly, a body that uses parliamentary procedure, such as a legislature, necessary to conduct the business of that group.” This is something that we need to look into a little more and to check our bylaws. The question to research is the actual number of people present in order to establish a quorum. It was decided to do some more research and come back for further discussion.

Old Business

None.

New Business

None.

Next Meeting

The next meeting will be September 8, 2017, at 2:00 p.m.

Adjournment

The meeting adjourned at approximately 2:20 p.m.

*Respectfully submitted,
Linda Emrich*