



## WORKFORCE SYSTEM OVERSIGHT COMMITTEE

Meeting Date: December 14, 2018 at 1:30 PM  
Meeting Location: Will Rogers Building – 5<sup>th</sup> floor  
2401 N. Lincoln Blvd  
Oklahoma City, Oklahoma 73104

### AGENDA

Welcome and Introductions	Richard McPherson
Approval of minutes (6/8/2018)	Co-Chairs
2019 Meeting Dates ( <i>for Approval</i> )	Jeane Burruss
WIOA Title I Formula Programs and Job Corps Coordination ( <i>for Approval</i> )	Erin Risley-Baird
Conflict of Interest Policy ( <i>for Approval</i> )	Erin Risley-Baird
OOWD Update	Erin Risley-Baird
SOS Update	Donnalla Miller
Old Business	Co-Chairs
New Business	Co-Chairs
Next meeting date: February 8, 2019	
Adjourn	

*Notes on Policies for Approval:*

#### **WIOA Title I Formula Programs and Job Corps Coordination**

This policy provides outlines consideration for coordination between WIOA Youth and Job Corps programs by offering considerations for referrals, recruitment and placement of participants. The policy also encourages Job Corps representation on local WIOA Youth Committees and encourages the exchange of information.

#### **Conflict of Interest Policy**

Change 1 for [OWDI-23-2017](#). Adds that a LWDB member or member of a LWDB committee cannot cast a vote or participate in any decision-making about providing services by such member (or by any organization that member directly represents) or on any matter that would provide any direct financial benefit to the member, **that member's immediate family**, or to the member's organization.

Minutes of Meeting

**Members Present:** Richard McPherson    Donnalla Miller  
 Ken Doke                                         Marty Williams

**Members Absent:** Nathaniel Harding    Valerie Thompson

**Staff Present:** Erin Risley-Baird             Darcee Simon

Welcome and Introductions	Richard McPherson
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Richard McPherson began the meeting at 1:40pm by welcoming members and guests. He announced Donnalla Miller as the new co-chair of the committee. Donnalla thanked Richard for the welcome.

Approval of minutes (6/8/2018)	Co-Chairs
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Richard called for approval of the June 8 meeting minutes. Donnalla moved to approve the June minutes, Richard seconded the motion. The motion passed unanimously.

2019 Meeting Dates ( <i>for Approval</i> )	<del>Jean Burruss</del> Erin Risley-Baird
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Erin Risley-Baird read the meeting date, noting that there were no changes to this year’s pattern (2<sup>nd</sup> Fridays, bi-monthly). Marty Williams moved to approve the calendar for 2019 meeting dates. Donnalla seconded the motion. The motion passed unanimously.

WIOA Title I Formula Programs and Job Corps Coordination ( <i>for Approval</i> )	Erin Risley-Baird
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Erin presented the policy about coordinating and cooperating with JobCorps, a required WIOA partner. She stated that there are 3 Job Corps centers in Oklahoma (Tahlequah, Guthrie, Tulsa). Ken made a motion to approve the policy. Donnalla seconded the motion. The motion passed unanimously.

Richard mentioned that he had met with most of the Job Corps leaders with OESC and stated that they plan to schedule a follow-up meeting to discuss partnership. Erin said that they serve at-risk high school youth who’ve become disconnected and it’s a service with training, housing, on-campus housing, a high school diploma and post-secondary certifications with the program. The program is federally funded and Oklahoma is the only state where they can issue high school certification as part of the program. In

coordination with youth programs and services under WIOA, the Department of Labor has classified JobCorps participants as out-of-school youth. The Oklahoma JobCorps have been very proactive and engaging and good partners. She is optimistic about continued partnership and the relationship with them. Richard mentioned that he volunteers on a board with SPEC homes who serves boys that have aged out of the foster care system and are not able to return to their homes. JobCorps has been a beneficial resource for that population. Erin mentioned that they have some very compelling success stories. Donnalla asked about having them do a presentation at GCWED and Richard mentioned that they may also be a good resource to have at the partner's conference.

Conflict of Interest Policy ( <i>for Approval</i> )	Erin Risley-Baird
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Erin shared that the update to the conflict of interest was a minor change to align what is currently reflected in the Governor's Council bylaws to state policy. The need to change this policy arose during the monitoring from DOL. Ken Doke moved to approve the policy change. Marty seconded the motion. The motion passed unanimously.

OOWD Update	Erin Risley-Baird
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Erin noted that the Office of Workforce Development will be closed during the OSU-OKC Winter Break from December 22, 2018 through January 1, 2019. Looking closely at the Governor's transition, Erin noted that there have not been new cabinet secretaries named for Commerce or Workforce. She stated that the Secretary of Education and Workforce is not a funded position and may or may not be the highest priority to fill. Erin also stated that the Governor may choose to move the Office of Workforce Development to another state agency or keep them at OSU-OKC. She mentioned that former Secretary Houston is on the transition team and is a strong advocate for workforce. Ken asked about the function of the cabinet secretary. Erin responded that there are other oversight functions as put out by the Governor via Executive Orders, depending on whether or not the new administration carries those over. For example, there is a requirement for cabinet secretaries to review and approve all out-of-state travel for all agencies. If there wasn't an appointed cabinet secretary, that may impact some of the administrative work of the office. Richard noted that the incoming governor could move the executive order. Erin mentioned that there is a sunset time for executive orders that will continue into a new administration before needing renewal. Richard noted that typically cabinet secretaries are tied to a full-time position with an agency.

Erin also updated the committee on the variety of task forces going on including one that is working on the IEP (as a result of an August DOL finding). She mentioned that beginning in January, additional task forces will be looking at Youth Policy, Center Certification, and Infrastructure Funding Agreements.

SOS Update	Donnalla Miller
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Donnalla reported that SOS met yesterday morning (December 13, 2018) and she had provided a broad overview behind the how and why of the subcommittee’s origins. This was important since many of the subcommittee members are new. The presentation was well received. Donnalla discussed the need for onboarding for new committee members and announced the selection of a co-chair, Stephanie Roe, Project Coordinator for the Department of Rehabilitation Services. The committee is continuing work on revisions to the New Day New Way toolkit for system certification. They have also been culling down the standards and checklist for center certification to streamline it to minimize duplication. Donnalla will meet with the seven local area One-Stop Operators in late January to facilitate Gallup Strengthsfinder training for the operators and any Executive Directors who are interested.

Old Business	Co-Chairs
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None.

New Business	Co-Chairs
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Richard mentioned OESC’s \$8 million Dislocated Worker grant from USDOL that will focus on reemployment of displaced energy sector employees across the state. They will be looking for those individuals and working to make them aware of opportunities for re-training and education for high wage occupations. The grant has an aggressive two-year timeline that is moving very quickly and partners should be aware of the opportunity. He stated that the Cherokee tribe received a similar grant that is focusing on a different population and sector.

Richard asked about other new business. Erin mentioned brainstorming for needs of the Council in preparation for the next round of training for the State Board. She suggested examples of training needs to include WIOA familiarity, looking at initiatives from other states, and compliance focused vs. big picture focused strategic planning. She asked for the committee members to think about that and share feedback with her so that she can make the training useful and meaningful. Donnalla commented on the importance of being strategic, but noted the high influx of new members and how confusing the acronyms and understanding the system can be. Ken asked for a general



summary of who are all the players at the table (agencies, partners), what are we doing, and how we are currently working together. Erin anticipated that this year there will be some strategic planning and possibly a 2-day GCWED meeting or retreat to plan with input from the new Governor for the future direction. She asked members to let her know where they think the needs are. Donnalla complimented Erin for doing the onboarding for new state board members.

Adjourn	
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The meeting adjourned at approximately 2:12pm.

Respectfully submitted,  
Darcee Simon

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