



Governor's Council for Workforce and Economic Development

WORKFORCE SYSTEM OVERSIGHT COMMITTEE

Special meeting (virtual via Zoom): <https://zoom.us/j/91846293091>

May 7, 2020 at 2:00 PM

AGENDA

	Agenda Item	Speaker(s)	Time
1.	Welcome and Introductions	Co-chairs	2:00 – 2:05pm
2.	Review of 1/8/2020 minutes <i>(for Approval)</i>	Co-chairs	2:05 - 2:10pm
3.	OWDI #11-2017 Oversight and Monitoring Policy, Change 1 <i>(for Approval)</i>	Don Morris	2:10 – 2:15pm
4.	OWDI #02-2020 Sanctions and Resolution Process <i>(for Approval)</i>	Don Morris	2:15 – 2:20pm
5.	OWDI #03-2020 Fraud and Incident Reporting Policy <i>(for Approval)</i>	Don Morris	2:20 – 2:25pm
6.	OWDI #05-2917, Change 2 Board Certification Policy <i>(for Approval)</i>	Don Morris	2:25 – 2:35pm
7.	OOWD Update	Don Morris	2:35 – 2:50pm
9.	Old Business	Co-chairs	2:50 – 2:55pm
10.	Adjourn	Co-chairs	2:55 - 3:00pm

Next meeting date June 3, 2020 at Will Rogers Building

Minutes of Meeting

Members Present:	Katie Altshuler Marty Williams	Valerie Thompson	Dee Hays
Members Absent:	N/A		
Staff Present:	Don Morris	Sarah Ashmore	Darcee Simon
Guests Present:	Kerry Manning Christi Porter Eddie Foreman	Michelle Bish Ashley Sellers Jared Austin	Jerri Schoats-Stoutermire Karen Davidson Yolanda Scott

Welcome and Introductions

With 3 of 4 committee members present, a quorum was established and the meeting began at approximately 2:05pm. Katie Altshuler, committee chair, welcomed everyone.

Review of 1/8/2020 minutes

Katie confirmed that the January 8, 2020 meeting minutes were emailed prior to the meeting and asked for a motion to approve the minutes. Valerie Thompson made a motion to approve the January 8, 2020 meeting minutes and Katie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #11-2017 Oversight and Monitoring Policy, Change 1

Don Morris explained that this was a change to our current monitoring policy which was last updated in August 2017. The purpose of the policy is to clarify the scope, method, and processes of annual and issue monitoring by the state. The change establishes the OOWD's role and responsibility for monitoring and oversight related to investigations. While the hope is not to be in those issues, the policy provides guidance related to the monitoring procedures and appeals process if those circumstances arise. Katie asked the committee members if there were any questions about the policy. Hearing none, Katie called for a motion to approve the policy. Dee Hayes moved to approve OWDI #11-2017, Change 1 and Valerie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #02-2020 Sanctions and Resolution Process

Don explained that this was a new policy related to sanctions and resolution process. He explained that the grace period for the implementation of WIOA is now over and the federal Department of Labor may issue sanctions related to shortfalls in performance. The policy provides guidance for the same accountability at the local level and local areas were involved in the development of the policy with the state office. The policy is focused on sanctions for local non-performance. It defines sanctionable acts, process and parameters as well as remedial actions and penalties. Violations and sanctions are listed under the administrative, fiscal, and program categories. The policy also describes the procedure and methods for debt collection and defines common terms and definitions contained within a monitoring or investigative report. Katie asked if the committee members had any questions. Valerie asked when the new policy would go into effect to the point where sanctions could be issued. Sarah Ashmore clarified that sanctions for not meeting the performance goals is a tiered process as described in the federal regulations which includes technical assistance in the first year, additional actions

in the second year (such as corrective actions), and the third consecutive year of failure to hit targets would trigger the sanctioning of funds. Valerie emphasized the importance of clear expectations on the timeline for local areas to be aware of when sanctions would be triggered. At approximately 2:13pm, Marty Williams, WSOC member, joined the meeting. Dee Hayes moved to approve OWDI #02-2020 and Valerie Thompson seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #03-2020 Fraud and Incident Reporting Policy

Don explained that this is a new policy to expand guidance expectations and requirements for reporting information and complaints involving fraud and/or criminal incidents. The policy establishes Standards of Conduct, Reporting Requirements, and Reportable Issues related to fraud and incident reporting. The policy also offers assurance requirements to protect individuals who disclose information and provides contact information for the US DOL Office of Inspector General. Katie asked if the committee members had questions or comments. Hearing none, Katie called for a motion to approve the policy. Valerie moved to approve OWDI #03-2020 and Dee seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #05-2017, Change 2 Board Certification

Don stated that the minor change to the board certification policy, which was last approved in May 2019. The policy change clarifies that a local board will not receive subsequent certification unless performance accountability measures have been met and the local board demonstrates evidence of sustained financial integrity, in addition to the other requirements as previously outlined in the policy. Katie asked the committee members if anyone had questions or comments and called for a motion to approve when there were none. Dee moved to approve OWDI #05-2017, Change 2 and Valerie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OOWD Update

Don congratulated the OOWD team, local areas, and all front-line staff across core partners for working while managing home remotely during the COVID-19 pandemic. He stated that the state of Oklahoma has seen more unemployment claims in the last 5 weeks than the previous 138 weeks combined. Don shared that OESC has ramped up its response personnel capacity from 11 individuals to 600-800 individuals.

He shared that the biggest area of focus is on the planning to re-open our American Job Centers, which is being strategized in partnership with OESC and our local areas. That team has developed seven parameters for consideration to reopen that can be evaluated on a center-by-center basis. The parameters are: facility security, PPE/cleaning supplies, hours of operation,



traffic flow (with social distancing), cleaning procedures, staffing plan, and tracking costs for reimbursement through state funding. Every center is working on their plan and the strategic conversations are ongoing. Don plans to send milestone updates to the Governor's Council regarding center re-openings.

Don shared that the current attention of employers and educators on virtual delivery of services has created opportunities for partnership and planning around broadband expansion initiatives in rural communities.

Don shared that OESC and OOWD had partnered to apply for additional Dislocated Worker funding from DOL and received a third of the requested funds. Don looks forward to sharing more about plans for that funding as they develop.

Regarding the OOWD office staff, the Department of Commerce is beginning phased reopening on May 15. OOWD offices out of the OSU-OKC campus, who is currently slated to open no earlier than June 1. The OOWD team remains fully responsive and accessible while teleworking. Katie thanked Don and his team for the work and recognized that the system is under incredible stress at this time.

Old Business

None.

Adjourn

Katie moved to adjourn the meeting and the motion was seconded by Valerie. A roll call vote was conducted and the motion passed without objection. The meeting adjourned at 2:30pm.

Next meeting date June 3, 2020.

Respectfully submitted,
Darcee Simon