

Governor's Council for Workforce and Economic Development

WORKFORCE SYSTEM OVERSIGHT COMMITTEE

Special Meeting (virtual via Zoom):

<https://zoom.us/j/96332935698?pwd=NEpYUUMxckI2aVZiZGJlcVJNbDROQT09>

September 22, 2020 at 10:00 AM

AGENDA

	Agenda Item	Speaker(s)	Time
1.	Welcome and Introductions	Katie Altshuler	10:00 – 10:05am
2.	Review of 6/3/2020 minutes <i>(for Approval)</i>	Katie Altshuler	10:05 - 10:10am
3.	OWDI #07-2020 Adult and Dislocated Worker Program Policy <i>(for Approval)</i>	Don Morris	10:10 – 10:15am
4.	OWDI #08-2020 Special Issue and Investigative Monitoring Policy <i>(for Approval)</i>	Don Morris	10:15 – 10:20am
5.	OWDI #07-2016, Change 1 Transfer of Formula Funds Policy <i>(for Approval)</i>	Don Morris	10:20 – 10:25am
6.	Discussion of Local Workforce Development Boards as One-Stop Operators <i>(possible action)</i>	Don Morris	10:25 – 10:35am
7.	OOWD Update	Don Morris	10:35 – 10:50am
8.	Old Business	Katie Altshuler	10:50 – 10:55am
9.	Adjourn	Katie Altshuler	10:55 - 11:00am

Next meeting date October 7, 2020 at 10:00am.

Minutes of Meeting

Members Present: Katie Altshuler Valerie Thompson Marty Williams

Members Absent: Dee Hays

Staff Present: Don Morris Sarah Ashmore Darcee Simon

Guests Present: Karen Davidson Ashley Sellers Cherie Stierwalt
Jennifer Cowns Michelle Bish Kerry Manning

Governor's Council for Workforce and Economic Development, 900 N. Portland Ave., Oklahoma City, OK 73107



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Welcome and Introductions

With 3 of 4 committee members present, a quorum was established and the meeting began at approximately 10:08am. Katie Altshuler, committee chair, welcomed everyone.

Review of 6/3/2020 minutes

Katie confirmed that the June 3, 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 3, 2020 meeting minutes and Katie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #07-2020 Adult and Dislocated Worker Program Policy

Don Morris explained that the Adult and Dislocated Worker Program Policy would rescind current guidance (OWDI #19-2017, Change 1), noting that a copy with highlighted changes had been included in meeting attachments. Don summarized key changes included in the new policy:

- Defines a substantial layoff (p.2)
- Requires case managers to use Virtual Individual Employment Plan in OKJobMatch (IEP guidance updated June 2019 per DOL's recommendations)
- Provides additional Case Management guidance
- Describes Career Services including Individualized Career Services Provided by OESC's ES Staff
- Provides guidance related to the Coordination of Funds and Resources (new form – Attachment C)
- Offers guidance for Serving Individuals in Default Status
- Clarifies procedures for establishing Individual Training Accounts

Katie asked the committee members if there were any questions about the policy. Hearing none, Katie called for a motion to approve the policy. Valerie moved to approve OWDI #07-2020 and Marty seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #08-2020 Special Issue and Investigative Monitoring Policy

Don described the new policy for consideration by the committee. The policy outlines procedures and standards for OOWD to conduct Special Issue/Investigative monitoring beyond routine monitoring when the integrity of its grants and programs may be in jeopardy. Investigations may be performed at any time and OOWD reserves the option to conduct unannounced or unscheduled reviews as appropriate. The policy establishes the

procedure for investigation which includes a preliminary inquiry and review of facts at which point allegations may be dismissed or may result in an investigation. It defines reporting requirements for OOWD to report to the Department of Labor, Office of Inspector General or appropriate authority and refers to reportable issues defined in OWDI #03-2020 Fraud and Incident Reporting policy. Don explained that the policy establishes the procedure for issuing and distributing a report from the Executive Director; corrective actions, sanctions, and monitoring resolution and follows the appeal and hearing procedures established in OWDI 11-2017, Change 1 Governor's Oversight and Monitoring policy.

Katie asked the committee if there were any questions. Valerie asked if the policy was something that should have already been in place in accordance with federal guidance or was it identified by the state as an area to tighten up. Don responded that federal guidance offered the flexibility to the states to define their procedures, so the state recognized the opportunity to provide more clarity and transparency for the process. Valerie moved to approve OWDI #08-2020 and Katie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OWDI #07-2016, Change 1 Transfer of Formula Funds Policy

Don presented the change to current state policy ([OWDI #07-2016](#)) which was approved in December 2016. WIOA allows a local board to transfer up to 100% of fiscal year funds allocated for adult and dislocated worker programs to promote flexibility to meet the needs of their local areas. The Governor is responsible for approving the transfers and establishing the criteria for them. As the Governor's designated operating entity, OOWD approves or disapproves transfer of fund requests (no change from previous policy).

The policy change clarifies that fund transfers do not relieve local areas of meeting negotiated performance targets but the state anticipates that enrollment, expenditure targets, or costs per participant will be adjusted proportionately to the amount of funds approved for transfer. The policy change establishes requirements for a rationale of the transfer including need, justifications, consideration of impact, and current track for meeting performance outcomes. If a local area is requesting to transfer more than 60 percent of its funds, additional justification considerations are required.

Katie asked the committee if there were any questions. Valerie moved to approve OWDI #07-2016 Change 1 and Katie seconded the motion. A roll call vote was conducted and the motion passed without objection.

Discussion of Local Workforce Development Boards as One-Stop Operators

Darcee Simon clarified that this item includes a discussion with a possible action to consider a request from a local area. Don informed the committee members that federal and state policy

allow a local workforce development board (LWDB) to be considered an eligible entity for Oklahoma Works One-Stop Operator. Local WDBs must compete to be the one-stop operator in the Local Area and meet mandatory competition requirements for procurement. If a LWDB is the selected vendor to be OSO, the Governor and the CLEO must agree to the selection.

OOWD issued a Technical Assistance memo to LWDBs on 8/18/2020 to clarify the process for required CLEO and Governor's approval of a LWDB as OSO. LWDB must submit a request package to OOWD and OOWD will review request packages and make recommendations for determination to GCWED. We do not and have not currently had a local board serve as

The Workforce Tulsa board has completed the procurement process and selected Workforce Tulsa as OSO, pending Governor's approval. OOWD has received and reviewed the request package from Workforce Tulsa and is recommending approval of this request in accordance with state policy.

Katie clarified that the recommendation from OOWD was to approve the request. Valerie asked if this would set a precedent for other local boards to seek to become the One-Stop Operator for their respective areas. Don responded that he has heard this discussion among a couple of other boards, but no one is this far down the road in pursuing this. He noted that it was a good precedent that we see in other states and invests money into our local boards instead of out-of-state vendors and reinforces the concept of local control. Katie asked the committee if there were any questions. Marty moved to approve the Tulsa Local Workforce Development Area board's request to select Workforce Tulsa as their One-Stop Operator. Valerie seconded the motion. A roll call vote was conducted and the motion passed without objection.

OOWD Update

Don shared that September is Workforce Development and OOWD has been connecting with local news and media outlets to promote workforce development programs in addition to the state's COVID-19 response and recovery efforts. He reported that OOWD is continuing to support the Northeast planning region with their reorganization efforts and are seeing a lot of cooperative teamwork across the elected officials, boards, and staff in those three local areas.

Don updated the committee on the status of the Maher & Maher COVID-19 response project in partnership with core partners to survey and analyze our workforce development system. Interviews and learning groups have concluded and the consultants are finalizing their report with recommendations to be shared at the next Governor's Council meeting. Don noted that some of the conclusions are new, but others are reinforcing our awareness of previously identified challenges and opportunities for improvement.

Don congratulated Dr. Natalie Daugherty for wrapping up our local performance negotiation process. The negotiation was conducted without consideration of a COVID-19 impact, but we expect further guidance from the federal government and will factor that data in accordingly.

Katie asked the committee members if there were any questions for Don.

Old Business

None.

Adjourn

The meeting adjourned at 10:29am.

Next meeting date October 7, 2020.

Respectfully submitted,
Darcee Simon

DRAFT