



**Tulsa Area Workforce Development Board (TAWDB)
Meeting Minutes 04/16/2020**

8:33 a.m.	Board Chair, Martha Webb-Jones, called the meeting to order.	
<p><u>Attending Board Members:</u> Tom Albaugh, Celia Armstrong, Rhonda Archer, Kelly Beyer, Pamela Bridwell, Ken Busby, Eloy Chavez, Ted Cundiff, Joe Epperly, Traci Gower, Susan Hartzler, Amber Hatten, Tony Heaberlin, Rachel James, Falen LeBlanc, Chelsea Levo-Feary, David Oliver, Jennifer Overmeyer, Rue Ramsey, Delaney Rea, Peter Selden, Jacob Shivers, Lesli Shoals, Amy Spencer, Danielle Storie, Rose Washington, Martha Webb-Jones, David White</p> <p><u>Absent Members:</u> Justin Evans, Sharon Gibson, Brian Tannehill</p> <p><u>WDB Staff:</u> Rachel Hutchings, Julie Sorrels, Cherie Stierwalt, Kate Tillotson, Seth Fargen</p> <p><u>Guests:</u> Kuma Roberts, Cathy Hammond, Emerald Santos, Scott Amey, Sarah Stisser, Beth Wild, Scott Obomanu, Darcee Simon, Corbin Anderson, Alex Whitfield</p>		
Item	Description / Discussion	Action
1.	Introductions took place via roll call.	<u>No Action Necessary</u>
2.	Reviewed & Approved 02/20/2020 Board Meeting Minutes.	<p><u>Motion to Approve:</u> Ken Busby</p> <p><u>Second:</u> Tom Albaugh</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>
3.	Reviewed & Approved the Consent Agenda: A. Program Year 2020 Employer of Record Contract with Central Oklahoma Workforce Investment Board B. Board Bylaws C. Priority of Service Policy Attachment D. Data Validation and Program Note Policy	<p><u>Motion to Approve:</u> Ken Busby</p> <p><u>Second:</u> Celia Armstrong</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>

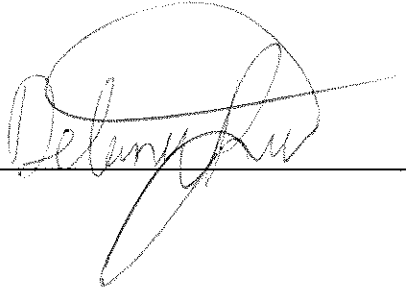
4.	Reviewed & Approved a resolution to enter into a loan with Regent Bank in accordance with the Paycheck Protection Program.	<u>Motion to Approve:</u> Tom Albaugh <u>Second:</u> Ken Busby <u>Vote:</u> Approved by Unanimous Vote
5.	Chair Update: The Chair gave a shout out to Ken Busby, Amber Hatten, Kuma Roberts, and their respective Committees/Council for working so hard to develop the Growing Talent for Tomorrow event that Workforce Tulsa is now looking forward to hosting in September. The Chair encouraged Board members to consider Board Staff and fellow Board members as a network for sharing best practices, connecting to resources, etc.	<u>No Action Necessary</u>
4.	Executive Director Report: Workforce Tulsa Executive Director, Rachel Hutchings, reported about the following: <ul style="list-style-type: none"> The Oklahoma Office of Workforce Development has been very flexible in supporting Workforce Tulsa in meeting customer and partner needs during the COVID-19 pandemic while continuing with business as usual as much as possible. Board staff Traction/ Entrepreneurial Operating System® implementation update 	<u>No Action Necessary</u>
5.	<u>Finance Director Report:</u> Workforce Tulsa Finance Director, Seth Fargen, presented a Program Year 2020 budget and a summary of Workforce Tulsa's Key Financial Goals.	<u>No Action Necessary</u>
6.	<u>Workforce Strategy Analyst Report:</u> Kate Tillotson, Workforce Tulsa Workforce Strategy Analyst, Kate Tillotson presented an overview of the <i>Program Year 2018 State Monitoring Report</i> with initial responses and the resulting <i>Dynamic Workforce Solutions Monitoring Directive</i> , both as contained in the meeting packet.	<u>No Action Necessary</u>

7.	<p>Committee/Council Reports:</p> <ul style="list-style-type: none"> • Board Development Committee- Ken Busby reported about the following: <ul style="list-style-type: none"> ○ huge shout out to Eloy Chavez and NSU-BA in helping to present the Growing Talent for Tomorrow event rescheduled for September 23, 2020. ○ The Executive Committee will be serving as the Board for the 501(c)(3) ○ Committee assignments • Business Development Committee- Amber Hatten reported that the Committee's March meeting was cancelled, but they are all looking forward now to September for the Growing Talent for Tomorrow Event. • The Finance Strategy & Oversight Committee – Due to the absence of newly appointed Chair, Danielle Storie, Rachel Hutchings reported that the March meeting was cancelled, and new member assignments have been made to this Committee. • Innovative Workforce Opportunity Council (IWOC) – Kuma Roberts talked about the Council's work toward Asset Mapping as well as a desire to explore ways to address the impact of the COVID-19 pandemic on the populations served by this Council. Celia Armstrong offered to connect with Kuma Roberts regarding the later to explore community partner resources. 	<u>No Action Necessary</u>
8.	<p>Industry Reports:</p> <p>Chelsea Levo-Feary reported that she was told by the Tulsa County Health Department (THD) that testing of employees after a confirmed case of COVID-19 within the company can be done through free THD testing sites, a soft roll out of which will be done in a Wal-Mart parking lot, though they will not be testing anyone who is not exhibiting symptoms.</p> <p>Jacob Shivers reported the following information regarding COVID-19:</p> <ul style="list-style-type: none"> • Incubation Period = 14 days • Saint Francis Hospital Employee Testing <ul style="list-style-type: none"> ○ Any employee who tests positive must produce 2 negative test results before returning to work. ○ Testing through Warren Clinic and THD ○ Lack of Tests • Importance of Employees Wearing Masks, Wearing Gloves, Washing Hands, and a 14-day Quarantine if Exposed <p>Delaney Rea reported that Melton Truck Lines is still hiring experienced truck drivers, with all other hiring on hold; and social distancing during orientation and training limits the number of new hires. Jake Shivers addressed a question asked by Delaney Rea by clarifying that assisted living facilities who hire for CNA/CMA positions are now allowed to hire individuals licensed for those positions out of state if the proper form is executed.</p>	<u>No Action Necessary</u>

	<p>Ken Busy reported that, in discussions with the Lt. Governor Pinnell about reopening the state while large gatherings are still challenging, the focus for Oklahoma tourism, the reasons that people will want to visit Oklahoma will be its trail systems, Route 66, etc.</p> <p>Jennifer Overmeyer reported that AAON is still hiring and has even created new positions.</p> <p>The Chair noted that regardless of an employer's current situation (e.g. furloughs, hiring, etc.), they are being connected to the Service Provider to keep people moving through the system.</p>	
9.	<p>One-Stop Operator Report: Workforce Tulsa Operations Coordinator, Corbin Anderson, and the Workforce Tulsa WIOA Programs Manager, Scott Obomanu reported about how American Job Center staff are now working virtually to continue to serve customers and/or refer them to community resources. Scott Obomanu announced that they are now using an online job seeker application that is available on the Workforce Tulsa website.</p> <p>Dynamic Workforce Solutions Executive Vice President/General Manager, Scott Amey, reported that the Workforce Tulsa Project Director positions has been posted, and the local team is being supported by multiple corporate resources. Scott Amey added in responding to the state monitoring report, they are working to ensure that sustainable procedures and processes are in place to address the issues raised therein.</p>	<u>No Action Necessary</u>
10.	<p>New Business: Chief Executive Director of Tulsa Economic Development Corporation, Rose Washington, asked about an Unemployment Insurance (UI) 13-check-point eligibility list associated with sole proprietors and 1099 contractors and requests guidance on how to direct those who do not qualify for the loans currently available. Oklahoma Employment Security Commission Area Manager, Pamela Bridwell advised that she will do some investigating about the eligibility list and advised that the programing for those non-corporate entities to file UI benefits is still being developed. Pamela Bridwell reported about the mounting workload OESC is facing and how they are diligently working to meet the demand. Rachel Hutchings and the Chair both expressed appreciation of and support for OESC staff on behalf of Workforce Tulsa.</p>	<u>No Action Necessary</u>
11.	Old Business: None	<u>No Action Necessary</u>
12.	<p>Announcements: David Oliver announced that Goodwill Industries of Tulsa has moved their job board online at goodwilltulsa.org with a link included for employers to post openings.</p>	<u>No Action Necessary</u>

13.	9:53 a.m. -- The meeting was adjourned.	<p><u>Motion to Adjourn:</u> Tom Albaugh</p> <p><u>Second:</u> Ken Busby</p> <p><u>Vote:</u> Approved by Unanimous Vote</p>
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Chair Signature: _____



Date: _____

1/25/21