

**MINUTES OF SCOWB FULL BOARD MEETING**  
**3:30 P.M. January 12, 2023**  
**Red River Technology Center – Business and Industry Building**

*Notice of the meeting was given by letter to the Grady County Clerk in December 2022. Notice of this meeting was also made by filing with the Oklahoma Secretary of State, and by posting of the Agenda at 7:00 a.m. January 11, 2023, at the board office 205 W Chickasha Ave, Chickasha, OK 73018*

**IN ATTENDANCE**

Shane Bowers	Chad Jackson	Bradly Wilkerson
Zack Bowles	Angela Lamebull	Mitch Williams
Dwayne Bryan	Debra Leffler	Jerry Kennedy
James Clouse	Brian Holmes	
Lourie Bleem	Scott Smith	
Shawn Freie	Lisa Williams	

**STAFF**

Sissel Brown  
Kelly Davis  
Carol Estes  
Erin Glass  
Lafonda Colbert

**MEMBERS ABSENT**

Tim Garrett  
Tim Hushbeck  
Lyle Roggow  
Cliff Stewart  
Melanie Wilkins  
Dusty Richardson

**GUESTS**

Cherisa Price-Wells, Equus  
Jessica Hurley, Equus  
Ashley Sellers, COWIB  
Deborah Smith  
Kent Brown  
Dawn Cowan, Equus

- I. **Call to Order and Welcome** – Shawn Freie called the meeting to order at 3:33 PM and a quorum was established. Freie welcomed everyone to the meeting and welcomed guests.
- II. **Review, Consider, and Act on Consent Agenda** – Shawn asked the group if anyone wanted anything pulled from the consent agenda. With no requests, Scott Smith made the motion to approve the consent agenda. James Clouse seconded the motion. Those voting "aye" were Bowers, Bowles, Bryan, Clouse, Bleem, Freie, Jackson, Lamebull, Leffler, Holmes, Smith, L. Williams, M. Williams, Wilkerson, and Kennedy. With no opposition, the motion carried.
- III. **Review, Consider, and Act on Work Experience and Transitional Jobs Policy**– Brown explained that this policy was updated to combine Work Experience, Transitional Jobs, and Worksite Agreement policies into one. The forms were also updated, and supervisor and participant handbooks

were added. A line was also added in the policy to extend a youth work experience opportunity an additional 520 hours. James Clouse made the motion to approve the work experience and transitional jobs policy. Shane Bowers seconded the motion. Those voting "aye" were Bowers, Bowles, Bryan, Clouse, Bleem, Freie, Jackson, Lamebull, Leffler, Holmes, Smith, L. Williams, M. Williams, Wilkerson, and Kennedy. With no opposition, the motion carried.

- IV. **Review, Consider, and Act on Consortium Agreement**— Brown explained that since our Chief Local Elected Official did not get re-elected, we needed a new CLEO. Glen Murray from McClain County has agreed to step into that position and will be voted in by the Consortium of Local Officials on January 19, 2023. Should he be voted in we will need an updated and approved Consortium Agreement. Debra Leffler made a motion to approve the Consortium Agreement under the understanding that Glen Murray will be the new CLEO once officially voted in. Mitch Williams seconded the motion. Those voting "aye" were Bowers, Bowles, Clouse, Garrett, Hushbeck, Jackson, Lamebull, Leffler, Roggow, Smith, Stewart, Wilkerson, Wilkins, M.Williams, L.Williams, and Richardson. With no opposition, the motion carried.
- V. **Review, Consider, and Act on updated PY22 Budget**— Brown stated that the total column on the budget had some incorrect formulas and that those errors have since been corrected. James Clouse made a motion to approve the updated PY22 budget with corrections. Debra Leffler seconded the motion. Those voting "aye" were Bowers, Bowles, Clouse, Garrett, Hushbeck, Jackson, Lamebull, Leffler, Roggow, Smith, Stewart, Wilkerson, Wilkins, M.Williams, L.Williams, and Richardson. With no opposition, the motion carried.
- VI. **Review, Consider, and Act on updated SCOWB By-Laws**—Brown stated that the board address has been updated in the By-Laws from the Lawton address to the Chickasha address. Lourie Bleem made a motion to approve the updated SCOWB By-laws. Lisa Williams seconded the motion. Those voting "aye" were Bowers, Bowles, Clouse, Garrett, Hushbeck, Jackson, Lamebull, Leffler, Roggow, Smith, Stewart, Wilkerson, Wilkins, M.Williams, L.Williams, and Richardson. With no opposition, the motion carried.
- VII. **Fiscal Agent Report** – Sellers gave an overview of where we are with spending based on current financials and mentioned we need to spend more on direct participant costs, especially Out of School Youth. It was

also discussed that the service provider will be on a corrective action plan in hopes to improve their performance. Scott Smith asked that the service provider's monthly performance report be sent out to the board.

- VIII. **Adult Education and Family Literacy Partners with WIOA**  
There was a brief presentation from Theresa Ensley, RRTC and Letitia Weast, PTAC.
- IX. **One-Stop Operator Update to the Board** - Lafonda Colbert gave an update on performance and surveys.
- X. **Service Provider Report** –Jessica Hurley showcased a recent success story and provided a brief overview of the number of individuals they are serving at this time.
- XI. **Staff Updates**
- New CLEO (Glen Murray) should be voted in on January 19, 2023
  - The Chickasha Workforce Center will be moving locations, at the end of January.
  - State Monitoring for PY21 will be January 23-29, 2023.
  - Board members were asked to review the Conflict of Interest Policy as a refresher.
  - Brown asked the board if they would be interested in participating in a One-Stop System Experience where they would get to see what the job seekers see when they visit the centers. Kennedy, Bowles, and Lamebull said they would be interested.
- XII. **New Business** – Next board meeting March 9, 2023 @ 3:30
- XIII. **Adjourn** - With no further business, Lisa Williams made a motion to adjourn. Scott Smith seconded the motion. Those voting "aye" were Bowers, Bowles, Clouse, Garrett, Hushbeck, Jackson, Lamebull, Leffler, Roggow, Smith, Stewart, Wilkerson, Wilkins, M.Williams, L.Williams, and Richardson. With no opposition, the motion carried. The meeting was adjourned at 4:36 P.M.

Lisa Williams  
Secretary



Trina Southard  
Executive Director

