

MINUTES OF SCOWB FULL BOARD MEETING
3:30 P.M. March 14, 2024
Red River Technology Center – Business and Industry Building

Notice of the meeting was given by letter to the Grady County Clerk in December 2023. Notice of this meeting was also made by filing with the Oklahoma Secretary of State, and by posting the agenda at 7:00 a.m. March 13, 2024, at the board office 205 W Chickasha Ave., Chickasha, OK 73018

IN ATTENDANCE

Michelle Bivans	Lisa Williams
Shane Bowers	Lyle Roggow
Tim Hushbeck	Debra Leffler
Mitch Williams	Lourie Bleem
Shawn Freie	Dusty Richardson
Scott Smith	

STAFF

Trina Southard
Sissel Brown
Carol Estes
Erin Glass
Kelly Davis

MEMBERS ABSENT

James Clouse	Cliff Stewart
Dwayne Bryan	Zack Bowles
Jerry Kennedy	Kimmy Loggins
Angela Lamebull	Bradly Wilkerson
Brian Holmes	Tim Garrett

GUESTS

Tom Summar, Dynamic
Toni Smith, Dynamic
Brandy Phillips, Dynamic
Mallari Reed, Dynamic
Angelena Ortiz, Dynamic
Anthony Nuani, Comanche Nation WIOA

I. Call to Order and Welcome

Shawn Freie called the meeting to order at 3:43 PM and a quorum was established. Freie welcomed everyone to the meeting and welcomed guests. Michelle Bivans was welcomed as a new board member and presented with a certificate by Executive Director, Trina Southard.

II. Review, Consider, and Act on Consent Agenda

Scott Smith made a motion to approve the consent agenda. Shane Bowers seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

III. Review, Consider and Act on contract for Employer Services

Southard stated that the contract for employer services was outdated, and she has updated the contract and added some clarifying language. Roggow made a motion to approve the Contract for Employer Services. Bleem seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

IV. Review, Consider, and Act on Supportive Service Policy

Brown stated that the supportive services policy has been updated to clarify some examples of supportive services. Dynamic requested that we include examples in our policy. She stated that she also added a mileage chart to show the reimbursement rates for gas cards and mileage. Shane Bowers suggested that red line versions be sent out to show changes to policy. Going forward, board staff will insure these are provided. Leffler made a motion to approve the Supportive Services policy. M.

Williams seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

V. **Review, Consider, and Act on the appointment of LaFonda Colbert as the Lawton Center Manager**

Southard stated that the current Lawton Center Manager, Monica Butler has taken a job with OESC at the state. Southard requested that Lafonda Colbert be appointed as the Interim Lawton Center Manager. L. Williams made a motion to appoint Lafonda Colbert as the Interim Center Manager for Lawton. Leffler seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

VI. **Review, Consider, and Act on Grievance and Complaint Procedures**

Southard stated that this is an existing policy that has been updated to change our state EO agency to OESC and update to the proper contact person. Smith made a motion to approve the grievance and complaint procedures. Richardson seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

VII. **Fiscal Agent Report**

Ashley Sellers was unable to attend the meeting, Brown reviewed the financials with the board.

VIII. **One-Stop Operator Report**

LaFonda Colbert, OSO, was on vacation and not available to attend the board meeting. Brown presented some photos of the new centers in Duncan and Lawton.

IX. **Service Provider Report**

Mallari Reed presented to the board on the status of the contract performance. They also included a success story.

X. **Review, Consider, and Act on Adult, DLW, and Youth Contract Extension**

The board discussed that the service provider seemed to finally be making progress, but they are still behind in performance. There were some concerns that they would not be able to meet the required contract performance by June 30th. As of the end of February 2024, the service provider is meeting 7 of the 10 performance measures at 85% or more for the youth program. The three measures for youth that they are not meeting are youth entering work-based learning, fund expended on work related activities, and direct participant dollars spent. For the Adult/ DLW programs, the service provider is meeting 8 of the 10 performance measures at 85% or above. The measure they are not meeting is direct participant dollars spent. According to the contract, the service provider must be meeting all performance measures at 85% to be eligible for contract renewal.

M. Williams made a motion to allow the Executive Committee to review the status at the May Executive Committee meeting and make the decision then on whether to go out for bid or extend. L. Williams seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried.

XI. **Staff Updates**

- Lawton Workforce Center – Southard stated that the Lt. Governor visited the Lawton Workforce center and open house on March 4th. The Chamber did a ribbon cutting and we had a great turnout. Southard thanked the board members who attended.
- NAWDP - Southard stated the staff will be attending NAWDP in San Antonio in May and would report back at the June meeting.
- Duncan Center Update – Southard stated that the Duncan center move is complete and it is open in the new location. She stated that once a date is set for the open house and ribbon cutting, the board will receive an invitation.

XII. **New Business** – No new business

Next Board Meeting: June 13, 2024 @ 3:30pm

XIII. **Adjourn**

L. Williams made a motion to adjourn. Bleem seconded the motion. Those voting “aye” were Freie, L. Williams, M. Williams, Roggow, Leffler, Bleem, Bivans, Smith, Hushbeck, Bowers and Richardson. With no opposition, the motion carried. Meeting adjourned at 4:50 p.m.

Lisa Williams
Secretary



Trina Southard
Executive Director

