

SOUTH CENTRAL OKLAHOMA WORKFORCE INVESTMENT BOARD

TO: Executive Committee
FROM: Nancy English, Staff
DATE: January 25, 2012

The SCOWIB executive committee will meet on Wednesday, February 1 at 11:30 a.m. in Lawton. The meeting will be in the Prairie Room, Building 100, Great Plains Technology Center, 4500 Southwest Lee Boulevard, Lawton.

Please call or e-mail Nancy by 12 p.m. Tuesday, January 31 and let her know if you will attend.

Agenda is attached.

EXECUTIVE COMMITTEE MEETING
11:30 A.M. WEDNESDAY FEBRUARY 1, 2012
PRAIRIE ROOM, BUILDING 100 GREAT PLAINS TECHNOLOGY CENTER
4500 SOUTHWEST LEE BOULEVARD LAWTON, OK.

1. Call to Order and Welcome – Jeff Simpson, chair
- II. Approval of September 11, 2011 Executive Committee Minutes – Jeff Simpson
- III. Discussion on Strategies for SCOWIB Staff and South Central Oklahoma Workforce Investment Act (WIA) Adult and Dislocated Worker Service Provider – Jeff Simpson
- IV. Discussion on WIA Adult and Dislocated Worker Service Provider and Youth Service Provider Procurements – Levels of Service – Ray Friedl
- V. Staff Activities – Ray Friedl
 - Local Elected Officials Consortium Agreement
 - Workforce Investment Board Certification due April 1, 2010
 - Review of Procurement Processes and Timelines
- VI. New Business -- Jeff Simpson
- VII. Adjourn – Jeff Simpson

ISSUE INFORMATION

1. **SUBJECT:** Request for Proposals Workforce Investment Act Adult and Dislocated Worker Service Provider and Youth Service Provider (Agenda Item # IV).

2. **PURPOSE:** Executive Committee review and guidance on general issues of upcoming procurements.

3. **DISCUSSION:**

A. SCOWIB will procure WIA Adult and Dislocated Worker and Youth Services for the South Central Area for the upcoming program years. And, SCOWIB has been requested to procure Adult and Dislocated Worker Services for the Southwest Workforce Investment Area—eight counties to the West of South Central Area. Separate contracts will result for each WIB.

B. SCOWIB is responsible for contributing to service delivery and staffing in Chickasha, Duncan, and Lawton. Recommended WIA staffing for upcoming year—Chickasha 2; Duncan 1; and Lawton 4. This represents a reduction of 1 WIA staff in Duncan from past years. Rationale is reduction in the number of Trade Adjustment Act customers served by the Duncan Center.

C. Request for Proposal will also address management and oversight functions in support of staff serving in the integrated, comprehensive centers.

D. General Timeline: Request for Proposal released week of 12 February; Bidders Conference week of 26 February; Proposals due week of 26 March; and, Executive Committee review of Proposals week of 1 April. Executive committee's recommendation to SCOWIB in June and contracts begin July 1.

E. Contracts will be for two years with the possibility of two, one-year extensions.

4. **RECOMMENDATION:** Executive Committee accept outline of actions identified above.

For more information, contact the following ASCOG staff member:

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