

**TO:** Executive Committee

**FROM:** Nancy English, Staff

**DATE:** April 26, 2010

The SCOWIB executive committee will meet on Wednesday, May 5, 2010 at 11:30 a.m. in Lawton. The meeting will be in the Wichita Room, Building 100, Great Plains Tech Center, 4500 Southwest Lee Boulevard.

Please call or e-mail Nancy by 12:00 p.m. Tuesday, May 4 and let her know if you will attend.

Agenda is attached.

**SOUTH CENTRAL OKLAHOMA WORKFORCE INVESTMENT BOARD  
EXECUTIVE COMMITTEE MEETING  
11:30 A.M. WEDNESDAY MAY 5, 2010  
WICHITA ROOM BUILDING 100 GREAT PLAINS TECHNOLOGY CENTER  
4500 SOUTHWEST LEE BOULEVARD LAWTON, OK.**

- I. Call to Order and Welcome – Chris Pittman, chair
- II. Approval of March 5, 2010 Special Executive Committee Meeting Minutes – Chris Pittman
- III. Review, Consider and Act on Time of Executive Committee Meetings – Nancy English
- IV. Update on South Central Oklahoma Workforce Investment Board Certification – Ray Friedl
- V. Update on Youth Activities: Contract Extension; TANF Youth; WIA Youth Supplemental; and WIA Youth –Ray Friedl
- VI. Staff Activities – Blaine Smith
- VII. New Business – Chris Pittman
- VIII. Announcements
- IX. Adjourn

**MINUTES OF SPECIAL EXECUTIVE COMMITTEE MEETING**  
**11:30 A.M. FRIDAY MARCH 5, 2010**  
**WICHITA ROOM, GREAT PLAINS TECHNOLOGY CENTER**  
**4500 SOUTHWEST LEE BOULEVARD LAWTON, OK.**

*Notice of the meeting was given by letter to the Stephens County Clerk dated February 18, 2010. Agenda was posted at ASCOG, 802 Main, Duncan, Oklahoma at 8:30 a.m. Tuesday, March 4, 2010 and on the web site.*

**IN ATTENDANCE**

Pat Beck  
Diane Denham  
Walt Lentz  
Rodney Love  
Rodney Palesano  
Chris Pittman  
Jeff Simpson

**STAFF**

Blaine Smith  
Nancy English  
Ray Friedl  
Lisa Thomas

The meeting was called to order by Chris Pittman, chair. The minutes of the October 8, 2009 Special Executive Committee meeting and November 4, 2009 executive committee meeting were approved on motion by Pat Beck and second by Jeff Simpson. Those voting “aye” were Beck, Denham, Lentz, Love, Pittman and Simpson. Palesano abstained.

The Strategic Planning Committee met and performed a detailed review and analysis of a new organizational structure eliminating any person directing performing functions as both SCOWIB staff and WIA Title I Adult and Dislocated Worker. The committee recommends to the executive committee the structure be implemented in the South Central Oklahoma Workforce Investment Area beginning July 1, 2010 and forwarded as part of SCOWIB’s certification submission. After a lengthy discussion Jeff Simpson moved and Rodney Love seconded that the proposed structure be approved and implemented. Those voting “aye” were Beck, Denham, Lentz, Love, Palesano, Pittman and Simpson.

Ray Friedl discussed the Youth Incentive and Stipend Procedures. There are seven incentive categories. There is a \$300 incentive cap during the first 12 months of participation and a \$200 cap at 13 plus months of participation. There is a \$450 stipend cap during the first 12 months of participation and a \$300 stipend cap after 13 plus months of participation. Jeff Simpson moved to recommend to the full board these procedures be adopted. Rodney Palesano seconded and those voting “aye” were Beck, Denham, Lentz, Love, Palesano, Pittman and Simpson.

The 2010 Summer Youth Program was discussed by Ray Friedl. A model was developed by Arbor, youth contractor, and SCOWIB board staff. The youth service contractor will provide and conduct the training. Participants will earn \$7.25 per hour for a total of 400 work hours. As the money is already available, recruitment will begin in March, 2010. Last summer participants

will be contacted along with any potential state generated eligible participants. After discussion, Rodney Palesano moved and Jeff Simpson seconded to recommend to the full board approval of the 2010 Summer Youth Program proposal. Those voting “aye” were Beck, Denham, Lentz, Love, Palesano, Pittman and Simpson.

The WIA Title I Service Provider Contract Extension three-year contract was approved in July, 2009; however, it must be re-approved each year. It was noted there have been no disallowed costs or findings on the monitor’s reports. After discussion, Pat Beck moved and Diane Denham moved to approve the contract extension for the current year. Those voting “aye” were Beck, Denham, Lentz, Love, Palesano, Pittman and Simpson.

The BRAC grant had 16 initiatives of which 14 are on target to be closed by June 30. An extension of the grant will be requested.

If extra money becomes available for the Summer Youth Program, it was suggested time be spent in entrepreneurial training.

There being no further business, the meeting was adjourned.

Pat Beck – Secretary

Blaine H. Smith, Jr.  
Executive Director

ISSUE INFORMATION  
EXECUTIVE COMMITTEE MEETING  
May 5, 2010

1.     SUBJECT:     Time of SCOWIB Executive Committee meetings.
2.     PURPOSE:     To obtain committee approval of meeting times.
3.     DISCUSSION:
  - A.    Effective February 28, 2010 the U.S. Department of Labor (DOL) has issued guidelines on the necessity of holding meetings at times other than during normal business hours.
  - B.    SCOWIB Executive Committee (being a volunteer agency) meetings are held at 11:30 a.m. during the lunch hour so business people are free to attend.
  - C.    Lunch is served at the meetings and paid for with grant funds.
4.     RECOMMENDATION:   That the executive committee approve holding executive committee meetings at 11:30 a.m.

For more information, contact the following ASCOG staff member:

Nancy English  
Administration Director