

Central Oklahoma Workforce Investment Board Executive Committee Meeting

July 27, 2007
Minutes of the Meeting

Members Present:	Jack Bryant, Tom DeSpain, Grant Hedrick, Jeannette LaMar, and David York	...5
Members Absent:	Doug MacMillan, James Moore, and Ruth Rolfe	...3
Guests:	Dorcas Roberts	...1
Staff Present:	Bill Bryant, Diane Clark, Eddie Foreman, and Monica Kynaston	...4

Call to Order

The Central Oklahoma Workforce Investment Board's Executive Committee met in the conference room at the COWIB's Offices, 3813 N. Santa Fe, Suite 135. The agenda for the meeting was properly posted on Monday, July 23, 2007. LaMar **called the meeting to order at 11:16 a.m.**

Approval of the March 28, 2007 Meeting Minutes

York **moved to approve the March 28, 2007 meeting minutes.** J. Bryant **seconded the motion, which passed with one abstention.**

Chair's Report

LaMar gave a brief update on the Governor's Council activities. She also discussed the ad hoc committee, Career Pathways.

Discussion and Possible Vote on Revising the By-Laws

Foreman advised this change in by-laws is due to an OESC finding. He explained that staff always posts the regular meetings annually with the Secretary of State's office and have changed the by-laws to include posting the annual meetings with all three county clerks.

DeSpain **moved to approve the change to the by-laws.** Hedrick **seconded the motion, which passed.**

Discussion and Possible Vote on Computer Usage Policy

Foreman explained the purpose of the policy.

Hedrick moved to approve the Computer Usage Policy. J. Bryant seconded the motion, which passed.

Discussion and Possible Vote on Monitoring Policy

Foreman explained that one of the findings noted our monitoring policy was out of date. B. Bryant stated the finding was valid. The new policy follows the State procedures. He further explained what was in the policy.

J. Bryant **moved to approve the Monitoring policy.** DeSpain **seconded the motion, which passed.**

Discussion and Possible Vote on ITA Policy

B. Bryant noted that the current policy refers to waivers to use to the ITA for Adults, Dislocated Workers and the Older youth. The waiver that applied to the youth expired June 30, 2007, except the State plan was renewed. The policy needs to reflect that the waiver was extended.

DeSpain **moved to approve the ITA policy.** York **seconded the motion, which passed.**

Discussion and Possible Vote on Youth Initiatives

The Committee discussed the Young Adult Empowerment Conference.

There followed a discussion regarding setting up a gift wrapping standing in one of the area's malls.

Discussion and Possible Vote on Entering Executive Session

J. Bryant **moved to enter into an Executive Session.** Hedrick **seconded the motion, which passed.**

Possible Vote on Exiting Executive Session

J. Bryant **moved to exit the Executive Session.** DeSpain **seconded the motion, which passed.**

Discussion and Possible Vote on Staff Salary Structure

Hedrick **moved to approve the staff salary recommendations.** DeSpain **seconded the motion, which passed.**

CEO Report

Foreman gave a brief report on the contract extensions and the OESC Monitoring findings.

B. Bryant distributed a summary of the Denver trip.

Public Comment

There was no public comment.

Adjourn

There being no further business, the meeting **adjourned at 1:05 p.m.**