



CENTRAL OKLAHOMA WORKFORCE INNOVATION BOARD

A proud partner of the **americanjobcenter** network

3813 N Santa Fe, Suite 135
Oklahoma City, OK 73118

405-622-2026

October 25, 2018

Darlene O'Hara
LifeSpring In-Home Care Network
2411 Springer Dr
Norman, OK 73069

Dear Ms. O'Hara,

On behalf of the Board of Chief Elected Officials, we certainly appreciate the time you have volunteered to serve on the Central Oklahoma Workforce Innovation Board, but as in all things there are changes over which we have no control.

The work of the Board is very important to our efforts to improve the workforce development system in Central Oklahoma and the Board is unable to function properly if its members are unable to attend. The members, such as yourself, were appointed to represent specific industry sectors and/or geographical areas. If members can't participate on a regular basis, then our efforts to make certain we are creating a demand-driven system led by business representatives may be missing some important information from the area you represent. With this in mind, §3.04(a) of the COWIB By-Laws requires attendance at a minimum of three meetings annually to ensure that the full range of industries are represented. It has been brought to our attention that you have not attended one meeting in the last year.

There are certainly circumstances that must have impacted on your ability to participate and it is understandable, but as I state earlier we need members who can continue to volunteer their time. I am going to withdraw your appointment to the Central Oklahoma Workforce Investment Board effective on 9/1/2018. If your schedule has changed since last year and you find that you can commit to attending the Board's every other month meeting, I will be happy to visit with you about your continuing to stay on the Board and I can be reached at (405) 273-1564 or if you would prefer you can call visit with Eddie Foreman about remaining a viable and contributing Board member. Again, we do appreciate the time you served on the Board.

Respectfully,

Melissa Dennis, Chair
Pottawatomie County Commissioner

Richard Brown-Chair, Darci Williams-Vice Chair, Theresa Stewart-Vice Chair – Eddie Foreman, CEO
County Commissioners: Rod Cleveland—Cleveland, Jack Stewart—Canadian, Gary Phillips-Hughes, Lee Doolen-Lincoln,
Mike Pearson-Logan, Bruce Smith-Okfuskee, Ray Vaughn-Oklahoma, Melissa Dennis-Pottawatomie, Gary Choate-Seminole
Visit our website at: www.cowib.org Equal Opportunity Employer

