



**Minutes – COWIB Board of Directors – DRAFT**

**Regular Meeting – October 17, 2018**

**Members Present:** Richard Brown (Chair), Darci Williams (Vice-Chair), Sheila Baber, Jeff Cover, Steve Crank, Alan Dale, Mike Goza, Jeff Griffin, Chuck Mills, Johnny Southwell, Robert Amundson, Dan Cromwell, Alen Geiger, Jorge Martinez, Warren Griffis, Carla Johnston, Patricia Legion, Rick Myers, Tim O'Connor, Bryan Caskey, Linda Cavitt Philip Sherwin, Gloria Williams..... 20

**Members Absent:** Theresa Stewart (Vice-Chair), Cynthia Brundige, Jack Bryant, Tara Crowley, Drew Dugan, Bill Jones, Darlene O'Hara, Tom Sexton, Tim Yaciuk, Deseree Brown, Marty Lewis, Mike Blackwell, Amber Cole, Steve Saxon, Perry Sneed ..... 15

**COWIB Staff:** Eddie Foreman, Ashley Sellers..... 02

**Guests:** Kim Chapman, Trini Rodriguez, Travis Rollins, Tom Summar, Alba Weaver, Tania Valentin...06

*The agenda was posted at the office of the Central Oklahoma Workforce Investment Board, 3813 N Santa Fe, Suite 135, Oklahoma City, OK, on October 16, 2018 at 9:00 a.m..*

**1. Call to Order, Welcome and Introduction**

Richard Brown called the meeting to order at 11:45 a.m. CDST. The meeting convened in the Centennial Business Center, 3813 N Santa Fe, Suite 135 Oklahoma City, OK 73118

**2. Roll Call and Declaration of Quorum**

A quorum was declared to be present with sixteen (20) members present.<sup>1</sup>

**3. Approval of Consent Docket**

- **Item 1 8/15/2018 Minutes**
- **Item 2 Compensation Plan by Summit**
- **Item 3 New 401 (k) Administrator and Fee**
- **Item 4 PY 18 & 19 addition to Local Plan**

Discussion

Motion was made by Chuck Mills to approve Consent Docket; second offered by Johnny Southwell; a vote was called for. VOTE: All Aye; motion carried.

**4. Discussion & Possible Action: Required By-Law Change**

Discussion Eddie Foreman - We have to include the EO Non-discrimination language and include 'auxiliary aides are available upon request' in all Board Documents.

Motion was made by Chuck Mills to approve; second offered by Alan Geiger a vote was called for. VOTE: All Aye; motion carried

**5. Discussion & Possible Action: Changes to COWIB Personnel Policy**

Updated the Meal policy and added the required EO Non-discrimination language and included 'auxiliary aides are available upon request' in all Board Documents

<sup>1</sup> Pursuant to the Board's bylaws, approved February 15, 2017, Section 7.05(c): "In order to conduct business, the Board quorum requirement is that thirteen (13) members must be present to constitute a quorum in order to conduct business."

Motion was made by Chuck Mills to approve; second offered by Alan Geiger a vote was called for.  
VOTE: All Aye; motion carried

**6. Success Stories:** Evelyn, Joshua Barrea and Tania Valentin

**7. Report by One-Stop Operator**

Tom Summar offered a detailed explanation of the end of the program year performance numbers. He provided a breakdown of training dollars spent per training institution and from which funding stream. He also provided the success rate at each training institution.

**8. CEO's Report**

Eddie Foreman presented the CEO's report.

Discussion – CEO reported that the Ed Long is currently meeting with Partners and participants while work on the Human Centered Design report for the Centers. NAWB is coming up if Board member is interested please let us know by November 9, 2018. Early bird registration ends on November 9, 2018.

**9. Chairman's Report**

Richard Brown presented the Chairman's report.

NAWB is a great way to learn the responsibilities of the Board and to see what others are doing in different Board areas. The Governor's council meeting is October 24, 2018. October is disability awareness month.

**10. Public Comment**

None

**11. Adjourn**

Motion was made by Tim O'Connor to adjourn; second offered by Steve Crank a vote was called for.  
VOTE: All Aye; motion carried.  
Meeting was adjourned at 12:38p.m.

Minutes prepared by Ashley Sellers.

Minutes as approved on date.

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Richard Brown