



**Governor's Council for Workforce and Economic Development
Executive Committee**

Meeting Minutes

Date: June 21, 2021
Time: 2:30 P.M.
Place: Oklahoma Office of Workforce Development Conference Room, 900 N. Portland Ave.,
Business Technologies Bldg, Room BT300, Oklahoma City, OK 73107
Attendees: Chuck Gray-chair, Teresa Huggins, and Steven Shepelwich
Absent: Michelle Choquette was via telephone
Staff: Don Morris, Sarah Ashmore, and Linda Emrich

Call to Order/Welcome and Introductions

Chuck Gray, chair, called the Executive Committee to order. Attendance was recorded and a quorum was announced.

Approval of Meeting Minutes for 4/14/21 and 5/7/21

A motion was made by Teresa Huggins to approve the 4/14/21 and 5/7/21 meeting minutes, Steve Shepelwich seconded the motion. The motion carried unanimously.

Governor's Council Strategic Plan

Don Morris said that he incorporated updates and changes made by Career Tech and OESC into the Strategic Plan. In discussing the goals and objectives of the Plan, chair Chuck Gray suggested that the Executive Committee try to meet with Governor Stitt to see if the Plan aligns with the Governor's goals. The Executive Committee decided to table the Strategic Plan until they can schedule a meeting with the Governor in August. Teresa Huggins made a motion to table the Strategic Plan until the Executive Committee can meet with the Governor to discuss his goals and the goals of the Governor's Council. Steven Shepelwich seconded the motion. No further discussion, the motion carried unanimously.

Nondiscrimination Plan 2021

Sarah Ashmore explained that the Nondiscrimination Plan (NDP) is updated every two years and sent to the Civil Rights Center as required by WIOA Section 188 and per Equal Opportunity regulations at 29 CFR § 38.55(c), for which the Governor is liable. The NDP's revisions consisted of the following:

- Revised the format
- Updated Equal Opportunity Officers and other pertinent personnel for Local and State
- Made minor edits in wording
- Updated attachments with revised policies
- Added attachment for Technical Assistance for Equal Opportunity Monitoring (TA 06-2020)

Once approved, a letter will be sent to the Governor requesting a letter from his office to submit the NDP to the CRC by the deadline of August 30, 2021.

A motion was made by Steven Shepelwich to approve the Nondiscrimination Plan revisions. Teresa Huggins seconded the motion. No further discussion, the motion carried unanimously.

*The Oklahoma Office of Workforce Development is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.*

OOWD Update

Don Morris gave the following update on activities:

- Cabinet goal of a 30% increase of Registered Apprenticeships year over year. Because this is a Cabinet goal, we may be able to get some ARPA dollars for marketing, outreach, etc.
- With Sarah leaving, we have named Susannah Gravley as our new Deputy Director.
- Sarah Ashmore handed out, for information, the attachment that goes with the Performance Incentive Award Funding policy that was previously approved. It outlines what we plan to award funds for during the first year and will be updated each year. This has been reviewed by Local Board staff and no feedback or comments were received from them.

Other

Steven Shepelwich said that he has enjoyed working with Sarah on the Benefits Cliff and wishes her well, and he also enjoys working with Jennifer Cowns on Registered Apprenticeships.

Old Business

None.

New Business

None.

Adjournment

The meeting adjourned at approximately 4:53 p.m.

*Respectfully submitted,
Linda Emrich*