



GOVERNOR'S COUNCIL FOR WORKFORCE AND ECONOMIC DEVELOPMENT

MEETING MINUTES

Date: July 27, 2018

Time: 9:00 A.M.

Place: Oklahoma State University-Oklahoma City, 900 N. Portland Ave., Oklahoma City, OK

Welcome/Call to Order

Vice-Chair John Hawkins called the meeting to order. (Chair, Nathaniel Harding was attending the NGA Chairs meeting in Montana.) John introduced the new Secretary of Education and Workforce Development, Melissa McLawhorn Houston, who is also the Commissioner for the Oklahoma Department of Labor. Secretary Houston said that she has heard good things about the Council and looks forward to working together. Vice-Chair Hawkins gave an overview of the agenda and context of the meeting.

Approval of April 27, 2018 Meeting Minutes

Vice-Chair Hawkins asked for a motion to approve the minutes from the April 27, 2018 Governor's Council meeting. Chuck Mills made a motion to approve the minutes, Chuck Gray seconded the motion. No further discussion. The motion carried unanimously.

Oklahoma Works Update

Jake Yunker gave updates on the following:

- The Work-Based Learning bill was signed by the Governor. It officially kicked off on July 1st. He feels there are great partnerships to come with this. He thanks Sec. Houston for jumping right in on this state-wide program. He also wants to thank Sec. Williamson, Sec. Benge, and Erin and Jenna for getting this off the ground and launched.
- They have also launched a marketing campaign and website for Launch Oklahoma. The campaign runs through July 18. The website is LaunchOklahoma.squarespace.com and it has a searchable database of education and training programs that result in critical occupations. It will be a great tool for counselors and parents as they work with students to find meaningful careers that are available in Oklahoma.
- The Agency Workforce System Partners participated in a retreat to identify successes and prioritize strategies to continue under the next governor's administration. Jake said it is really exciting to talk to the group and they are 100% invested in what we are doing.
- The Workforce and Education collaborative is hosting two retreats. The first one is today. They are going to identify strategies to better inform how we are sharing information between workforce and education agencies.
- Put on your calendars – Career Expo Week, November 12-16, 2018. We want to encourage companies to participate. There are tools for companies to put together a meaningful program for high school and college students.
- For the transition, agency partners' metrics are being reviewed and will be shared with the Council at the October meeting. The state-wide asset map is also being reviewed. These are all of the resources that affect workforce that come through state agencies and are collected in one single space.
- The KEN champions continue to collaborate with boards and organizations and to host externships, student internships and apprenticeships.
- Jake said that Erin and her staff are doing a fantastic job and he's excited for the next five months.

Oklahoma Office of Workforce Development (OOWD) Update

Dr. Erin Risley-Baird, Executive Director, reported the following items:

- The U.S. Dept. of Labor will be conducting a monitoring visit for Oklahoma August 27-31, 2018. They will review how the state is implementing WIOA. USDOL will also visit the South Central Workforce Development Board. Documents are being compiled to send to USDOL for review prior to the monitoring on-site visit.
- Erin reviewed the Work-Based Learning PY18 Budget – posted on the Oklahoma Works website at: <https://oklahomaworks.gov/wp-content/uploads/2018/07/Agenda-Item-4-OOWD-Exec-Dir-Report.pdf>.
- The Statewide Performance was also presented and can be found at the link: <https://oklahomaworks.gov/wp-content/uploads/2018/07/Agenda-Item-4-OOWD-Exec-Dir-Report.pdf>.

2017 Employment Outcomes and Discussion – Higher Education and Workforce Development

Tony Hutchison, Vice Chancellor, Strategic Planning, Analysis and Workforce and Economic Development, presented information on 2017 employment outcomes, earning and unemployment rates by educational attainment, STEM degrees, soft skills initiatives, Workplace Learning initiative, methodologies for earning college credit from technology center work and partnerships. His presentation can be found on the Oklahoma Works website at the following link: <https://oklahomaworks.gov/wp-content/uploads/2018/07/Agenda-Item-5-2017-Employment-Outcomes-OSRHE.pdf>.

Career Expo Week – November 12 – 16, 2018

Vice-Chair John Hawkins stated that Oklahoma is facing a significant gap between the current skilled workforce and what will be needed to meet the needs of employers in just a few short years. He said he saw some numbers recently that said by 2025 if we don't pick up the tempo on how many nurses are graduating, there's going to be a shortage of nurses by about 25,000. In just that one area alone, there is going to be a critical shortage in healthcare. That is why career exposure and exploration are more important than ever. John encouraged employers on the Council to pledge to host or sponsor an event during Career Expo Week, November 12-16. Career Expo Week is aligned with National Apprenticeship Week. It allows students of all ages to explore careers and apprenticeships in demand occupations critical to driving Oklahoma's economy.

Chuck Gray said that there are other events in October that possibly in the future this could all be aligned into one event. For example, the Manufacturing Alliance is planning some activities for Manufacturing Day. A subcommittee of the Career Pathways committee is working on outreach and media materials for Career Expo week. Erin added that employers can go to the Oklahoma Works website and download an Event Planning Guide at <https://oklahomaworks.gov/careerexposureweek/>. She said last year there were 50 businesses that participated (this was the first year). There were some really good events, such as Chairman Harding with Antioch Energy had a group of students go out to a "walking rig". Erin said that this isn't just for students but anyone can participate in the events.

Jenna Morey added that Career Expo week is also aligned with National Apprenticeship week so this will give students an additional opportunity to become more familiar with careers that have apprenticeships and what's available. Cindy Koss said the State Dept. of Education has "Careers in the Classroom" where an employer can speak up to 100 classes at a time via video or come to a class virtually.

Committee Updates

Career Pathways Committee – Chuck Gray, co-chair, reported the following:

- The Career Pathways (CP) Committee has the following three goals for transition to the next administration:
 - Adult Basic Education – Focus on helping 393,000 Oklahomans age 18+ obtain a high school diploma or GED
 - Work-Based Learning – Keep working on the goal of 20,000 work-based learning opportunities by 2020
 - Employer Engagement – Keep Career Expo Week going
- Received presentations about the Oklahoma Military Department's Employment Coordination Program for Guard members and Altus AFB's "Grow You Own" program for aircraft mechanics.

- The next Career Pathways meeting is scheduled for October 4, 2018

Healthcare Workforce Committee – Shelly Dunham, co-chair, reported the following:

- Nursing Professions Workgroup
 - Committee Charge: Develop recommendations for nursing professions included on “Top 100 Critical Occupations List” (LPNs, RNs and APRNs); and provide information on nursing workforce to address shortages or increase supply
 - Nursing Compilation Issue Brief titled “Nursing Professions in Oklahoma”
 - Final draft reviewed; final edits underway
 - Issues: 1) Supply and Demand, 2) Training Capacity & Professional Development, and 3) Recruitment and Retention Strategies, and 4) Recommendations
 - Represents a compilation of specific issue briefs that go beyond the comprehensive review provided within the “Nursing Workforce Oklahoma Report” published March 15, 2018.
- National Health Service Corps Interim Study
 - Senator McCortney requested “Study of the National Health Service Corps State Loan Repayment Program” [before Ending November 9, 2018]
- Community Health Worker Project
 - The HWFSC’s Community Health Worker Taskforce (CHW) will reconvene in August 2018
 - In collaboration with the University of Oklahoma College of Public Health, the CHW Taskforce will offer expertise and input in optimizing statewide survey/listening sessions; will assist with development and testing of diabetes-focused CHW training which will be completed by August 2019. Progress will be reported quarterly.
- Transition Recommendations
 - Soon the HWFSC will engage in a process to produce recommendations. They will be shared at the October Governor’s Council Meeting.

Workforce System Oversight Committee – Donnalla Miller, WSOC member, reported on their activities:

- The Workforce System Oversight Committee (WSOC) last met on June 8, 2018 and continues to review system and program policies for compliance. In addition to compliance oversight, the WSOC engages in system building through the work of its Systems Oversight Subcommittee (SOS) and is currently evaluating the naming and branding of one-stop centers.
- Donnalla has been asked to work with the one-stop operators so they can better understand their roles and responsibilities.
- The SOS is finalizing the revision of the toolkit.
- They plan on meeting with one-stop operators and directors in the coming months to craft a customer satisfaction survey.
- She had a meeting on July 9 with one-stop operators (OSO) and staff from OOWD to provide a venue for the OSO to collaborate and network, talk about their roles and responsibilities and challenges they face and what can OOWD do to provide technical assistance, etc. It was a very fruitful meeting. One of the things that they requested was professional development and leadership training, specifically the Strengths Finder training. From an HR perspective, Donnalla feels that this is a good idea and will help them become more well-rounded and better able to handle some of the challenges they have.
- The OSO also asked for some clarification of MOUs that already exist regarding functional supervision.
- The next WSOC meeting is scheduled for August 10.

Youth Programs Committee – Chuck Mills, co-chair, reported the following:

- The Youth Committee continues to support the Individual Career and Academic Plan.
- Focusing on prevention of youth dropouts through a targeted marketing campaign for high school equivalency programs.

- The Youth Committee is developing a framework for the designation of Career Ready Schools. They are putting together the metrics, etc, for school certification. The certification will recognize schools much like TSET recognizes healthy schools. They are working on partnerships with educational foundations that might provide a monetary incentive for achievement of that recognition. That would encompass ICAP, a character development program and a few other metrics that are important to having a well-rounded school that would be considered providing skilled worker prep for our students to become contributing members of our society.
- The next Youth Committee meeting is August 10 at 10 a.m. There will be two guest speakers who are former educators from Muskogee and were recognized in Muskogee as the first School of Character. Madison Tomlinson is in charge of the state initiative for Character.org and Senator Dewayne Pemberton is a former principal from Muskogee. They will discuss how to get started on a school of character and the steps that need to be taken. The cost to become a school of character is very inexpensive or free. The Youth Committee wants to develop a toolkit that can be distributed to every school district as a guide to help them understand how to start a school of character.

Bylaws Revision

Vice-Chair Hawkins said the Council bylaws were revised in 2016 to bring into compliance with WIOA and it is time to take another look at them for possible updates. An Ad Hoc Committee will be established to look at the bylaws, so if anyone is interested in helping with this, contact Linda Emrich at email: linda.emrich@osuokc.edu.

Old Business

None.

New Business

None.

Other

Regarding the Work-Based Learning program, Erin said she failed to acknowledge that the Secretary of State's office put together in a month and a half an entire registration process for businesses in a very short timeframe. Tod Wall in the Secretary of State's office led that effort and we really appreciate the work that went into it. Also, if you have an internship, apprenticeship, or a work-based opportunity, please go register it. A marketing campaign will be starting soon and Erin said it would be great to start with businesses that exist in partnership with the Council to go ahead and register on the Secretary of State's website so we can start counting these opportunities.

Next Meeting

The next meeting will be on October 26, 2018 and will be held at Oklahoma State University-Oklahoma City, 900 N. Portland Ave., Oklahoma City, OK, in the Student Center, 3rd Floor, North and South Conference Rooms.

Adjourn

The meeting adjourned at approximately 10:59 a.m.

*Respectfully submitted,
Linda Emrich*