



## GOVERNOR'S COUNCIL FOR WORKFORCE AND ECONOMIC DEVELOPMENT

### MEETING MINUTES

**Date:** October 26, 2018

**Time:** 9:00 A.M.

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

#### **Welcome/Call to Order**

Nathaniel Harding, chair, opened the meeting and reviewed the agenda. He welcomed new Council members Katie Altshuler, Marathon Oil Co.; Phil Lakin, Tulsa City Councilor, District 8, and Tulsa Community Foundation; and Dee Hays, Excellence Engineering.

#### **Approval of July 27, 2018 Meeting Minutes**

Chairman Harding asked for a motion to approve the minutes from the July 27, 2018 Governor's Council meeting. Marcie Mack made a motion to approve the minutes, Shelly Dunham seconded the motion. No further discussion. The motion carried unanimously.

#### **Oklahoma Works Agency Partner Metrics**

Sarah Ashmore, Oklahoma Works Coordinator, presented metric information on a number of partner agencies. These are agencies that have contributed to workforce efforts in the state. Some of the timelines are off target and need to be moved. Sarah asked if there were additional metrics or measurements to add or if there are any gaps that need to be addressed. She added that it needs some tweaking as some of the definitions have changed. She will be updating it soon and will send it out to everyone for review. [Partners Metrics](#)

#### **Oklahoma Works Legacy & Achievements – Governor Mary Fallin**

Governor Fallin said that this would be her last Governor's Council meeting as her term is ending. She thanked the Council for all of its hard work on workforce and education issues, creating partnerships around the state and helping to better the lives of Oklahomans. Governor Fallin gave an update on the state of Oklahoma including unemployment rate, GDP, number of new jobs and employers, educational attainment and STEM degrees, and Oklahoma Works initiatives.

Chairman Harding presented a gift to Governor Fallin from the Governor's Council and thanked her for the support she gave to the Council for the last eight years.

#### **Oklahoma Office of Workforce Development (OOWD) Update**

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

- State Budget for Program Year 2018 [Executive Director Report](#)
- PY17 Local Expenditures
- Annual Performance Report [Annual Adult Report](#), [Annual DLW Report](#), [Annual Youth Report](#)
- State Workforce System Branding and Outreach – Erin stated that the American Job Centers' signage and branding need to be updated and consistent and in compliance with the Workforce Innovation and Opportunity Act.
- Oklahoma Works for All Pilot – The Oklahoma Works for All (OWFA) pilot is a cross-sector, human-centered pilot initiative with two components: 1) working with young adults ages 14-24 with an intellectual disability (IQ of 70 or below) on training, work experience and customized employment opportunities; and, 2) working with the families, caregivers and public schools using the Life Course model to ensure individualized Education Plans (IEPs) for students with intellectual disabilities support their vision for a good life. The goal is to improve employment and financial outcomes for Oklahomans with an intellectual disability and their caregivers who may otherwise have to leave the workforce and stay home to care for them.

- Council Compliance Duties – The Council duties were handed out as a reminder to members.

### **Consent Agenda**

John Hawkins requested that the Council Bylaws Revision be pulled from the Consent Agenda and considered as an individual item. The Bylaws item was pulled.

A motion was made to approve the Consent Agenda by Chuck Gray. Cheryl Carlan seconded the motion. No further discussion, the motion passed unanimously.

### **Council Bylaws Revision**

John Hawkins said he would like to make a motion to have the bylaws revision tabled until the January meeting. This is due to the transition to the new governor. He feels this would give the Council chair time to visit with the governor’s transition team and for them to see if there was anything they would like to change in the bylaws. Richard McPherson seconded the motion. No further discussion, the motion passed unanimously.

### **Nursing Professionals in Oklahoma Issue Compilation Brief, August 2018**

Guest speakers, who are nursing professionals and helped write the brief, presented information from the study. Presenters: Shelly Wells, PhD., MBA, APRN-CNS, ANEF, Division of Nursing Chair and Professor Northwestern Oklahoma State University; Rachelle Burleson, DNP, APRN-CCNS, CNO, St. Mary’s Regional Medical Center; and Tandie Hastings, CEO, Companion Health Services.

Shelly Wells said the workgroup was charged to

- explore issues impacting supply and demand of the nursing workforce in Oklahoma
- develop recommendations for strengthening the supply of nursing professions included on the “Top 100 Critical Occupations List” including the Licensed Practical Nurse (LPN), Registered Nurse (RN) and Advanced Practice Registered Nurse (APRN)

Factors impacting the Nursing workforce:

- **Supply and Demand**
  - Issues
    - Data limitations impede forecasting abilities
    - Current shortages at all levels reported throughout the state
    - Future supply and demand impacted by multiple factors including aging population, aging workforce, expanded health coverage, geographic location, and overall economic conditions
  - Recommendations
    - Creation of state-wide portal system to compile data about workforce supply and demand including education levels, employment settings, licensure status of workforce members, vacancy and turnover data within the state.
    - Differentiate between rural and urban utilization of nurses within the state.
- **Training Capacity**
  - Issues
    - Nursing education programs unable to meet increased demands due to lack of nursing faculty
    - Inadequate supply of BSN-prepared registered nurses in Oklahoma
    - Limited capacity for educating APRNs
  - Recommendations
    - Explore loan repayment for nursing faculty
    - Encourage partnerships between nursing programs
    - Tax credits for preceptors
    - Identify new sources of matching funds for PMTC nursing programs
    - Needs assessment to ascertain demand for Certified Nurse Midwife program
- **Recruitment and Retention**
  - Issues

- High Turnover at all levels due to lack of opportunities for professional growth as well as organizational support and constraints
  - Environmental safety factors
- Recommendations
  - Increase the number of tuition reimbursement and loan repayment programs
  - Seek funding for nurse preceptor and nurse residency programs (at all levels)
  - Expand or strengthen current laws protecting health professionals against workplace violence

## CONCLUSION

- Many issues impacting the supply of the workforce
- Many issues impact the demand for an increase in the workplace
- Lack of empirical demand data to needed support changes
- Recommendations focus on increasing the factors impacting the supply

Roundtable discussion.

## Committee Updates

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

- Achieved Goals of Oklahoma Works
  - Developed career ladders illustrating the career pathways associated with Oklahoma's 100 Critical Occupations
  - Established a partnership with 46 GEAR UP middle and high schools to participate in Career Expo Week, and develop associated curriculum for career exploration of Oklahoma's 100 Critical Occupations. Reach will be 12,000+ students across the state.
  - Created sector partnership grant program to support local workforce development boards in building career pathways and closing skill gaps; with an emphasis on healthcare and manufacturing.
  - Established collaborative relationships with the Health Care Workforce Subcommittee and Local Workforce Development Boards
  - Released a work-based learning policy addressing employer concerns related to liability of youth in the workplace
- Transition Focus
  - Reduce the percent of post high school age Oklahomans without a high school diploma by 10% per year.
    - Currently, 393,000 Oklahomans age 18+ without a high school diploma/GED
  - Add at least 3,000 new work-based learning opportunities by 2020.
    - Currently, 17,000
  - Expand Sector Partnerships to all Oklahoma Workforce Areas.
    - Currently, there are 3 (Northeast Workforce Area and Western Oklahoma Planning Region)

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

- Progress: 3-5 Year Goals
  - Increase the number of primary care professionals practicing in areas currently designated as primary health professional shortage areas
    - Physician supply issue brief contained recommendations to sustain and increase support for current Oklahoma recruitment and retention efforts
    - Area Health Education Center grant was awarded to Oklahoma State University-CHS (Moves forward goal 1 and 2)
  - Increase the availability and accessibility of health professions training programs in rural areas
    - Nursing Workgroup established; produced a Nursing Report with a One-Pager and an Issue Compilation Brief to inform Oklahomans of the challenges of the nursing professions and providing recommendations to improve

- Establish health professions career pathways from pre-baccalaureate health professional to more skilled healthcare labor force
  - Community Health Worker Taskforce formed; produced language that defined a community health worker and provided minimum competencies for this emerging health profession
  - HWSC and Career Pathways Committees shared information to better collaborate and leverage resources and opportunities
- Transition Recommendations
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Workforce System Oversight Committee – Richard McPherson, co-chair, reported the following:

- The WSOC makes decisions on program governance, policy and capacity building. It serves as an oversight board and ensures compliance with WIOA.
- The Committee certifies Workforce Development Boards
- Develops guidance to make the workforce system more effective and efficient
- Works closely with workforce staff to develop a Council strategic plan, State Plan, and an Annual Report

John Hawkins, co-chair, stated that Oklahoma is on the forefront in the nation with its initiative of dissolving the silo culture created in the past to work as a seamless and cohesive partnership to assist with the wealth creation for all Oklahomans. We have battled with the training dollars and we are up to 38%. The apprenticeship and internship programs are off to a great start. He said the Locals are doing a good job and he is very optimistic where we are today.

Youth Programs Committee – Steve Shepelwich reported the following:

- As a reminder, Steve said that the Youth Programs Committee vision is to ensure that every child in Oklahoma will have an opportunity to build a career based on what they like and where they excel.
- The unique role of the Committee is similar to the role of the Governor’s Council and that is to bring together stakeholders from the public sector, state agencies, and private sector to gather diverse customer input, identify and vet potential solutions to meet customer needs, and develop recommendations for scalable implementation based on what works.
- The Committee informs policy, identify promising and best practices and align services and resources to build a system.
- The Youth Committee membership is a diverse representation of private sector employers, public educators and advocates, and agency stakeholders.
- The Committee makes connections – an example, Steve said his organization, the Federal Bank of Kansas City, Oklahoma City, has changed its approach to youth development by integrating workforce development into it and it has been done through a large part by this committee. We have

Career Expo Week coming up and we have five different programs focused on youth throughout the week. One of those takes the career ladder through the finance sector through the local high schools. We have one of our employees who started out as an intern teller and went through the ranks and is now a commissioned bank examiner.

- Next steps are to continue to gather stakeholder input on needs, challenges and obstacles and to identify short-term and intermediate outcomes that will lead to the vision.

### **New Skills for Youth Update**

Dr. Cindy Koss reported the following update:

- Individual Career Academic Planning (ICAP) Pilots
  - 30 Districts (2017-2018) to 74 Districts (2018-2019)
  - 59 Schools (2017-2018) to 134 Schools (2018-2019)
  - Grade Levels Vary by Site
    - 6<sup>th</sup> grade through 12<sup>th</sup> grade
  - 41 of Oklahoma's 77 counties represented (53%)
- Statewide ICAP Implementation beginning with 9<sup>th</sup> graders 2019-2020
- Career Development Continuum
  - Career Awareness (K-5) – Learn about a wide variety of careers
  - Career Exploration (6-8) – Explore, research and plan for the future
  - Career Preparation (9-16) – Gain education, training and work experience
  - Educated, Engaged, Experienced - A Productive Future - <https://tinyurl.com/ybq48r6p>
- Elevate Store – Ada Public Schools – New Skills for Youth Career Pathways
  - Ada Public Schools – Gaining Altitude <https://sde.ok.gov/newsblog/2018-09-28/elevate-gaining-altitude>
- Mustang Public Schools – Senior Conference
  - Mustang HS Seniors Learn Lessons for Adulthood
  - <http://www.news9.com/story/39233741/mustang-hs-seniors-learn-lessons-for-adulthood>
  - Prepare 750 senior high school students for next phase in life
  - Mustang Chamber of Commerce brought in volunteers from a variety of industries
  - Sessions on interviewing, insurance, credit, Career Technology opportunities
  - Senior student, “They have the Air Force here, the military here, the work force is here, employers here and just other opportunities.”
  - 30 college representatives - scholarships, financial aid
- College Career Ready Studies
  - Southern Regional Education Board (SREB)
    - College Career Math Ready Course Study
    - Typical Gains on ACT (2-3 points)
    - Provides Opportunity for Senior Year Math
  - Individual Career Academic Planning Study Successes:
    - ICAP helps educators direct students' thoughts of their future beyond their senior year of high school.
    - ICAP helps students see potential college and career choices.
    - Implementing ICAP led to conversations with students that helped build relationships.
    - Increased teamwork to support ICAP implementation.
- Career Advising Support
  - Counselors Created Career Advising Toolkit
    - School-wide and Community-wide Career Development
  - Counselors Creating ICAP Implementation Toolkit and Professional Development Modules Available January 2019
- Business and Education Partnerships
  - Business Education Toolkit Development
  - Business Education Regional Core Teams
  - Work-based Learning
    - Partnerships with Business – Externships

- Partnerships with Business – Internships
- Partnerships with Business – Career Expo Week for Careers in the Classroom  
Virtual Tours with K-12
- Communication
  - Oklahoma EDGE Website
  - College Career Ready Newsletter
  - NSFY Webpages <http://sde.ok.gov/sde/new-skills-youth>
  - Developing Career Pathway Videos & Learning Community Online Platform
  - Careers in the Classroom Virtual Tours
  - Facebook: Oklahoma ICAP

**Old Business**

None.

**New Business**

None.

**Next Meeting**

The next meeting will be on January 25, 2019 and will be held at Oklahoma State University-Oklahoma City, 900 N. Portland Ave., Oklahoma City, OK, in the Student Center, 3<sup>rd</sup> Floor, North and South Conference Rooms.

**Adjourn**

The meeting adjourned at approximately 11:11 a.m.

*Respectfully submitted,  
Linda Emrich*