



GREEN COUNTRY WORKFORCE

Minutes for Green Country Workforce Development Board Executive Committee Meeting

May 16, 2024, from 10:00 AM to 12:00 PM at
Location: NSU-Broken Arrow – 3100 E. New
Orleans Street; Broken Arrow, OK 74014
Administrative Services Building – Room 170

All voting members of the body must attend
in person at the physical location

A quorum was established with 4 of 7 Executive Committee Members in attendance.

Executive Committee Members present: Joseph Fuller, John Lamont, Jennifer Bentley, Christopher Pierce

Members Absent: Tammy Taylor, Dee Hays, Rhonda Archer

Guests: Tom Summar, Chris Linder, Ashley Sellers, CLEO Leon Warner, Casi Martin

GCWDB Staff: Michael Branan

	Activity / Item	Who
1.	Call Meeting to Order (Time: 10:05 AM)	Joseph Fuller – Board Chair <u>No Action Required</u>
2.	Compliance with Open Meetings Act: Declaration of quorum. The agenda was posted at least 24 hours prior to the date and time of this meeting and filed in accordance with the Oklahoma Open Meeting Act. <i>The meeting was announced that it was posted at 5:06PM for Open Meeting Compliance.</i>	Michael Branan Interim Executive Director <u>No Action Required</u>
3.	Review and Possible Action on the 2/15/2024 Executive Committee Meeting Minutes	Board Chair – Joseph Fuller <u>Motion</u> Jennifer Bentley <u>Second</u>

		Chris Pierce <u>Motion Carried</u>
4.	Discussion and Possible Action on Financial Update, April 2024 Financials Ashley Sellers presented the February Financials; discussion was had as to how much money was remaining on the grants that had to be spent by June 30, 2024.	Ashley Sellers – CEO COWIB <u>No Action Required</u>
5.	Discussion on open Board Vice Chair Position Item was tabled for discussion at a later date.	Chair <u>No Action Required</u>
6.	Motion and Majority Vote to Enter Executive Session Motion to enter Executive Session pursuant to Oklahoma Statute Title 25 § 307 (B)(1) to discuss an offer of employment for the Executive Director Position. <i>Any Vote or action on any item of business considered in an executive session shall be taken in public meeting with the vote of each member publicly cast and recorded.</i>	Chair <u>Motion to Enter Executive Session</u> Chris Pierce <u>Second</u> John Lamont <u>Motion Carried</u>
7.	Motion and Vote to Return to Open Session No Action was made during Executive Session	Chair <u>Motion to Enter Regular Session</u> Jennifer Bentley <u>Second</u> John Lamont <u>Motion Carried</u>

8.	<p>Discussion and possible vote(s) on matter(s) listed for executive session, including an offer of employment for the Executive Director Position.</p> <p>The Executive Director Position was offered to Michael Branan with a \$13,000.00 pay increase for a salary of \$83,116.00. An agreement will be entered into with Jerri Stoutermire for mentoring services, eight sessions for a total of 4.5 days for a total of \$5600. An evaluation will be done in 6 months with a possible pay increase.</p>	<p>Chair</p> <p><u>Motion</u></p> <p>Chris Pierce</p> <p><u>Second</u></p> <p>Jennifer Bentley</p> <p><u>Motion Carried</u></p>
9.	<p>Discussion and Possible Action on changing signature authority and access of open bank accounts from Christi Porter.</p> <p>Motion to remove Christi Porter from all open bank accounts and add Michael Branan and Ashley Sellers as signatories.</p>	<p>Chair</p> <p><u>Motion</u></p> <p>John Lamont</p> <p><u>Second</u></p> <p>Chris Pierce</p> <p><u>Motion Carried</u></p>
10.	<p>Discussion on Draft Forensic Audit and Response to Department of Labor</p> <p>Board Chair, Joseph Fuller, stated that the Forensic Audit report is expected soon and the forensic auditor will present their findings in person.</p>	<p>Chair</p> <p><u>No Action Required</u></p>
11.	<p>Discussion and Update on Lawsuit involving former contracted service provider Eckard Connects and the Green Country Workforce Development Board</p> <p>Board Chair, Joseph Fuller, informed the Executive Committee that GCWDB was working with Eckard to reach an agreed upon amount for the outstanding cost.</p>	<p>Chair</p> <p><u>No Action Required</u></p>

12.	Interim Executive Director Update <ul style="list-style-type: none"> Michael Branan discussed that he and the staff are currently working with the service provider to improve performance and increase enrollments which will increase client spending. Increasing client spending will reduce and could eliminate any grant funds from being returned. 	Michael Branan Interim Executive Director <u>No Action Required</u>
13.	Report from Service Provider Tom Summar and Chris Linder presented on current performance and took questions on how they intend on increasing client enrollments and client spending.	Tom Summar/Chris Linder <u>No Action Required</u>
14.	New Business No new business to discuss	Board Chair – Joseph Fuller <u>No Action Required</u>
15.	Adjourn Meeting (Time: 11:56 AM)	Board Chair – Joseph Fuller <u>Motion</u> Chris Pierce <u>Second</u> Jennifer Bentley <u>Motion Carried</u>

The next regularly scheduled meeting of the Green Country Workforce Development Board:

GCWDB Special Meeting June 12, 2024

Meeting from 10:00AM to Noon
Connors State College – Port Campus
2501 N. 41st St. East, Nursing & Allied Health Building
Muskogee, OK 74403

GCWDB LEO Meeting June 18, 2024

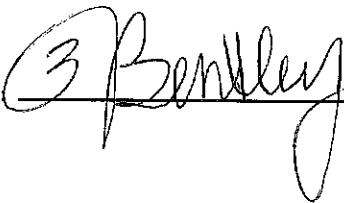
Meeting from 10:00AM to Noon
Connors State College – Port Campus
2501 N. 41st St. East, Nursing & Allied Health Building
Muskogee, OK 74403

GCWDB Regular Meeting July 18, 2024

Meeting from 10:00Am to Noon
Tulsa Tech Client Services Center – Room 26
3638 S. Memorial Dr. Tulsa, OK 74145

Executive Committee Members: Rhonda Archer, Chris Pierce, Dee Hays, Jennifer Bentley, John Lamont, Tammy Taylor, Joseph Fuller, Tim Thompson

Chair Signature



Date:

11/21/24

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