



# GREEN COUNTRY WORKFORCE

STATE OF OKLAHOMA, Cherokee County

Filed for record on the 22 day

of May, 2025, at 2:35 p. M

Cheryl A. Trammel, County Clerk

S. Shirrel Deputy

## Green Country Workforce Development Board-Regular Executive Committee Meeting Agenda:

May 27, 2025, from 1:00 PM to 3:00 PM at Location: NSU Broken Arrow

Administrative Services Building - Annex 3100 E. New Orleans St. Broken Arrow, OK 74014

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

	Activity / Item	Who
1.	Call Meeting to Order (Time:	Jennifer Bentley - Board Chair
2.	<b>Compliance with Open Meetings Act: Declaration of quorum through Roll Call of: GCWDB Board Members (roll call Chloe O'Hanlon)</b> <i>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. Posted at GCWDB Board Office 4:00 pm 05/22/2025</i>	Jennifer Bentley - Board Chair
3.	<b>Discussion and Possible Action</b> on Approval of Meeting Minutes for November 21, 2025, GCWDB Executive Committee Meeting.	Jennifer Bentley – Board Chair
4.	<b>Discussion and Possible Action</b> on Organizational Chart Adjustments and Addition of COO position.	Jennifer Bentley – Board Chair
5.	<b>Discussion and Possible Action</b> Board Bylaw update. Removal of Youth Committee.	Jennifer Bentley – Board Chair
6.	<b>Discussion and vote to enter executive session pursuant to Okla. Stat. tit. 25, § 307(B)(1), to discuss employment and salary of the Executive Director position.</b> <i>Any action on any item of business considered in an executive session shall be taken in a public meeting with the vote of each member publicly cast and recorded.</i>	Jennifer Bentley – Board Chair
7.	<b>Motion and vote to return to Open Session</b>	Jennifer Bentley – Board Chair
8.	<b>Discussion and Possible vote</b> on employment status and salary of the Executive Director.	Jennifer Bentley – Board Chair
9.	<b>Discussion and Possible Action</b> on Review of Board Member regular meeting attendance and discussion on next steps.	Jennifer Bentley – Board Chair
10.	<b>Discussion and Possible Action</b> on supplemental service provider performance benchmarks as part of the PY 25 contract extension approval from the April 17, 2025, Board Meeting.	Mike Branan – Executive Director Jeremy Frutchey –Operations Mgr.
11.	<b>Discussion and Possible Action</b> on Policy Updates including removal of references to OOWD and OWDI Policy. Updated to reference OESC and WSD Policy.	Jennifer Bentley – Board Chair

	<b>Policies include:</b> <ul style="list-style-type: none"> <li>• After Business Hours Accommodations</li> <li>• Conflict of Interest</li> <li>• Data Validation and Source Documentation</li> <li>• EO Tag Line</li> <li>• Incumbent Worker Training</li> <li>• Internet User</li> <li>• Individual Training Account (ITA)</li> <li>• Limited English Proficiency (LEP)</li> <li>• On the Job Training (OJT)</li> <li>• Priority of Service</li> <li>• Programmatic Grievances and Complaints</li> <li>• Public Comment</li> <li>• Public Relations</li> <li>• Request for Records</li> <li>• Self Sufficiency</li> <li>• Transitional Jobs</li> <li>• Work Experience (WEX)</li> </ul>	
12.	<b>Discussion and Possible Action</b> on 2026 Board and Executive Committee Meeting Dates, Frequency, Locations and Times-	Jennifer Bentley – Board Chair Mike Branan – Executive Director
13.	<b>Presentation</b> of Financial Report	Ashley Sellers
14.	<b>Presentation</b> of Executive Director Report	Mike Branan – Executive Director
15.	<b>Presentation</b> of Service Provider Report and introduction of New Project Director	Tom Summar
16.	<b>Motion to Adjourn Meeting</b> (Time:	Jennifer Bentley - Board Chair

**Executive Committee Members:** Amy Spencer, Dee Hays, Dower Combs, Eric Wells, Jennifer Bentley, John Lamont, Tammy Taylor.

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

**Executive Committee Meeting August 14, 2025**

Meeting from 10:00AM to Noon

NSU Broken Arrow

Administrative Services Building – Room 170

3100 E New Orleans St. Broken Arrow, OK 74014