



Green Country Workforce Development Board
Local Elected Officials Meeting Minutes
October 16, 2025 – 9:00 a.m. to 10:00 a.m.
Connors State College – Port Campus
Nursing & Allied Health Building. Room 145-147
2501 N. 41st St. East, Muskogee, OK. 74403

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

<p>The meeting was called to order by CLEO Charles Boecher. Quorum was established by roll call.</p>
<p>Local Elected Officials Attending in Person: CLEO Charles Boecher, Vice CLEO Ken Doke, David Beck, Lowell Walker, Loyal Dean Taylor, Mike Furnas, Mitch Antle, Ray Watts, Stan Sallee, Tim Kelley, and Zac Moore.</p> <p>Absent Local Elected Officials: Alva Martin, Chris Jenkins, Curt Mullen, Dan Delozier, Ernie Ferreira, Loyal Dean Taylor, and Steve Talburt.</p> <p>Guests: Board Chair Jennifer Bentley, Melissa Frederick, Tom Summar, and Bobbie Wolf.</p> <p>Board Staff: Michael Branan, Ashley Arenivar, Tamary Peachey, Jerry Frutchey, Chloe O’Hanlon, Amber Cutshaw, Larod Snyder, Martha Brians, and Cathy Spencer.</p>

	Activity / Item	Who
1.	<p>The GCWDB Local Elected Officials Meeting was called to order at 9:02 a.m.</p>	<p>CLEO Charles Boecher</p> <p><u>No Action Necessary</u></p>
2.	<p>Compliance with Open Meetings Act: Declaration of Quorum through Roll Call of Local Elected Officials. (Roll call was done by Cathy Spencer)</p> <p><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. The agenda was posted at the GCWDB Board Office at 10:17 a.m. on 10/14/2025</i></p>	<p>CLEO Charles Boecher</p> <p><u>Quorum Established</u></p>
3.	<p>Discussion and Possible Action: Approval of June 27, 2025 Special Local Elected Officials Meeting Minutes</p> <p>The motion was made to accept the June 27, 2025 Special Local Elected Official (LEO) Meeting Minutes as written.</p>	<p>CLEO Charles Boecher</p> <p><u>Motion:</u> Ken Doke</p> <p><u>Second:</u> Stan Sallee</p> <p><u>Vote:</u></p> <p><u>Motion Carried Unanimously</u></p>
4.	<p>Discussion and Possible Action on Approval of Local Elected Officials Proposed 2026 Meeting Calendar Dates March 12, June 11, September 10, and December 10, 2026.</p> <p>The motion was made to approve the LEO meetings to continue being held at Connors State College – Port Campus in Muskogee from 10:00 a.m. to 12:00 noon on March 12, June 11, September 10, and amend the date of December 10 to December 3, 2026.</p>	<p>CLEO Charles Boecher</p> <p><u>Motion:</u> Mitch Antle</p> <p><u>Second:</u> Mike Furnas</p> <p><u>Vote:</u></p> <p><u>Motion Carried Unanimously</u></p>

<p>5.</p>	<p>Discussion and Possible Action: Approval of PY25 Budget Modification</p> <p>Michael Branan, Executive Director, reported on the modifications made to the PY25 Budget. These modifications include increases in the budget for the northeast counties for training dollars, on-the-job training dollars, and service provision. *See the PY25 Budget Modification attached.</p>	<p>CLEO Charles Boecher Motion: Ken Doke Second: Stan Sallee Vote: Motion Carried Unanimously</p>
<p>6.</p>	<p>Discussion and Possible Action: Oklahoma Open Records Act Request from EG Ventures dated September 18, 2025</p> <p>Michael Branan, Executive Director, reported EG Ventures, LLC was sent a certified letter GCWDB was opting out of the remaining years of the 8-year lease due to the 26.9% funding cuts in the amount of \$775K. They refused to accept the certified letter. An Oklahoma Open Records Request was made on September 18, 2025 on behalf of EG Ventures, LLC requesting a capture of ALL emails, text messages plus all text messaging platforms with certain terminology GCWDB Board Staff, Michael Branan, Ashley Arenivar, and Jeremy Frutchey plus Jennifer Bentley, Board Chair, Trae Rahill, OESC Executive Director, and OESC Counsel. The state gave the process for GCWDB to use in their request to obtain legal counsel through their Philadelphia Insurance Co. policy. Our policy has a \$5K deductible. (The Oklahoma Open Records Request was provided to all LEOs with their meeting documents.) After discussion, a motion was made to allow CLEO Charles Boecher and Michael Branan to take whatever action is required to engage legal services.</p>	<p>CLEO Charles Boecher Motion: Mitch Antle Second: Stan Sallee Vote: Motion Carried with 10 of 11 LEOs Present Tim Kelley abstained from voting due to potential conflict of interest</p>
<p>7.</p>	<p>Discussion and Possible Action: Moving forward with removing board members that do not meet the attendance criteria, given further consolidation talks and possibilities</p> <p>Michael Branan, Executive Director, reported it was decided at the 6/27/2025 Special LEO meeting, we would contact each board member in writing regarding the GCWDB By-Laws attendance requirements. The letters were sent. As a result, two (2) board members resigned. Currently, two (2) new board member nominations have been submitted for approval. Vice CLEO Ken Doke commented he would like to see board representation from all the counties. Michael Branan stated we would attempt to get board members from all counties not represented.</p>	<p>CLEO Charles Boecher No Action Required</p>
<p>8.</p>	<p>Discussion: Potential WIOA Board Consolidation with Green Country Workforce Development Board, South Central Workforce Development Board and Southern Workforce Board</p> <p>Michael Branan, Executive Director, reported South Central WDB sent him a letter requesting their Workforce Development Board consolidate with Green Country Workforce Development Board</p>	<p>CLEO Charles Boecher Michael Branan, Executive Director No Action Required</p>

	<p>and Southern Workforce Board. Several meetings have been held regarding consolidation. Only areas in the same region must merge. South Central and Western are in the same region. COWIB and Southern have their own regions. A Special LEO meeting has been scheduled. This will be joint meeting in conjunction with all LEO's present at their state ACCO meeting at Embassy Suites, in Norman on 10/30/2025 at 3:00 p.m. This is being done as an education session for the county commissioners.</p>	
9.	<p>Discussion: Presentation of Fiscal Report</p> <p>Ashley Sellers, CEO COWIB – Fiscal Agent, gave the Fiscal Report through a Teams Meeting. Ashley reported Rosaland Rathbun is working on the IRS 9130 report for GCWDB. Admin receives 2 Adult, 2 Dislocated Worker and 1 Youth funding grants. A smaller amount is received in July, and a larger amount is received in October. The Youth money is received in mid-April. Ashley explained how COWIB is paid as the Employer of Record and Fiscal Agent from the GCWDB funding. The board can apply to move Dislocated Worker into Adult funds based on the number of participants being served. Funds are separated from Admin vs Program vs Board Staff. There is no “In School Youth” budget but we are required to spend 75% of funding for Adults and Dislocated Workers and 25% on “Out of School Youth”. Supportive Services funds pay for items required for training and OJT programs. The Youth Work Experience has \$87K budgeted for incentives for program completions. The federal landscape – current Senate Appropriations budget - \$10M cut. The House eliminated Youth and 20% of Adult funding.</p>	<p>Michael Branan, Executive Director Ashley Sellers, CEO COWIB – Fiscal Agent</p> <p><u>No Action Required</u></p>
10	<p>Discussion: Presentation of Executive Director Report</p> <p>This presentation was not given due to time constraints.</p>	<p>CLEO Charles Boecher Michael Branan, Executive Director</p> <p><u>No Action Required</u></p>
11.	<p>Discussion: Presentation of Service Provider Report</p> <p>The presentation was not given due to time constraints.</p>	<p>Tom Summar, DWFS Regional Director Melissa Frederick, Operations Manager</p> <p><u>No Action Required</u></p>
12.	<p>Adjourn:</p> <p>The motion was made to adjourn at 10:03 a.m.</p>	<p>CLEO Charles Boecher</p> <p><u>Motion:</u> Vice CLEO Ken Doke <u>Second:</u> Mitch Antle <u>Vote:</u> <u>Motion Carried Unanimously</u></p>

Local Elected Officials: CLEO Charles Boecher, Vice CLEO Ken Doke, Alva Martin, Chris Jenkins, Curt Mullin, Dan DeLozier, David Beck, Ernie Ferreira, Lowell Walker, Loyal Dean Taylor,

Mike Furnas, Mitch Antle, Ray Watts, Stan Sallee, Steve Talburt, Tim Kelley, Troy Friddle, and Zac Moore

The next regularly scheduled GCWDB Local Elected Official Meeting:

December 16, 2025 - 10:00 a.m.

Connors State College – Port Campus

Nursing & Allied Health Building – Room 153

2501 N 41st St E, Muskogee, OK 74403

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**Green Country Workforce Development Board
Budget for PY25**

	Adult		DLW		Youth		Total
PY 25 Planning	\$ 1,924,435.82	38.47%	\$ 1,098,414.18	21.96%	\$ 1,979,787.84	39.57%	\$ 5,002,637.84
Carry Over 09/09/25 ACT	\$ 682,018.79	23.50%	\$ 945,535.92	32.59%	\$ 1,274,053.55	43.91%	\$ 2,901,608.26
Total	\$ 2,606,454.61	52.70%	\$ 2,043,950.10	41.33%	\$ 3,253,841.39	65.79%	\$ 4,945,558.36
Less: Carry Over to 7/1/2026	\$ (175,000.00)	32.11%	\$ (175,000.00)	32.11%	\$ (195,000.00)	35.78%	\$ (545,000.00)
Net Funds Available	\$ 2,431,454.61	33.04%	\$ 1,868,950.10	25.40%	\$ 3,058,841.39	41.56%	\$ 7,359,246.10
Expenses	Adult		DLW		Youth		Total
Fiscal Administration	\$ 64,882.00	2.67%	\$ 32,863.00	1.76%	\$ 66,755.00	2.18%	\$ 164,500.00
Board Administration	\$ 140,804.00	5.79%	\$ 110,377.90	5.91%	\$ 170,700.00	5.58%	\$ 421,881.90
One-Stop Administration	\$ 3,000.00	0.12%	\$ 1,000.00	0.05%	\$ 3,000.00	0.10%	\$ 7,000.00
Board Program	\$ 174,874.12	7.19%	\$ 153,300.00	8.20%	\$ 249,026.31	8.14%	\$ 577,200.43
Service Provision	\$ 659,139.28	27.11%	\$ 546,161.54	29.22%	\$ 883,110.85	28.87%	\$ 2,088,411.67
One Stop Operator	\$ 40,500.00	1.67%	\$ 29,500.00	1.58%	\$ 50,000.00	1.63%	\$ 120,000.00
Youth Work Related 55/85		0.00%		0.00%	\$ 250,000.00	8.17%	\$ 250,000.00
Training Services 45/75	\$ 966,272.20	39.74%	\$ 718,193.33	38.43%	\$ 460,637.44	15.06%	\$ 2,145,102.97
On-the-Job	\$ 70,243.00	2.89%	\$ 58,000.00	3.10%	\$ 48,850.00	1.60%	\$ 177,093.00
Incumbent Worker	\$ 15,000.00	0.62%		0.00%		0.00%	\$ 15,000.00
Transitional Jobs/Work Experience 50/80	\$ 62,700.00	2.58%	\$ 65,000.00	3.48%	\$ 633,581.53	20.71%	\$ 761,281.53
Support Services 40/70	\$ 80,000.00	3.29%	\$ 64,000.00	3.42%	\$ 92,630.26	3.03%	\$ 236,630.26
System Cost	\$ 154,040.01	6.34%	\$ 90,554.33	4.85%	\$ 150,550.00	4.92%	\$ 395,144.34
Total	\$ 2,431,454.61	100.00%	\$ 1,868,950.10	100.00%	\$ 3,058,841.39	100.00%	\$ 7,359,246.10