



**Green Country Workforce Development Board
 Local Elected Officials Meeting Minutes
 December 16, 2025 – 10:00 am to Noon
 Connors State College – Port Campus
 Nursing & Allied Health Building. Room 153
 2501 N. 41st St. East, Muskogee, OK. 74403**

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

**The meeting was called to order by Vice CLEO Ken Doke.
 Quorum was established by roll call.**

Local Elected Officials Attending in Person: Vice CLEO Ken Doke, Alva Martin, Dan Delozier, David Beck, Loyal Dean Taylor, Mike Furnas, Mitch Antle, Ray Watts, Stan Sallee, Tim Kelley, and Troy Friddle.

Absent Local Elected Officials: CLEO Charles Boecher, Chris Jenkins, Curt Mullen, Ernie Ferreira, Lowell Walker, Steve Talburt and Zac Moore.

Guest: Tom Summar, Regional Director DWFS

Board Staff: Michael Branan, Jerry Frutchey, and Cathy Spencer.

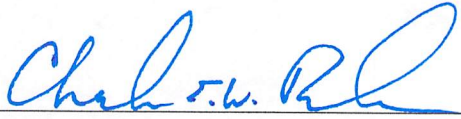
	Activity / Item	Who
1.	The GCWDB Local Elected Officials Meeting was called to order at 10:14 a.m.	Vice CLEO Ken Doke Motion: Ray Watts Second: Loyal Dean Taylor Vote: Motion Carried Unanimously
2.	<p>Compliance with Open Meetings Act: Declaration of Quorum through Roll Call of Local Elected Officials. (Quorum was established through roll call done by Cathy Spencer. <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 9:00 a.m. on 12/15/2025.</i></p> <p>Local Elected Officials Attending in Person: Vice CLEO Ken Doke, Alva Martin, Dan Delozier, David Beck, Loyal Dean Taylor, Mike Furnas, Mitch Antle, Ray Watts, Stan Sallee, Tim Kelley, and Troy Friddle. Absent Local Elected Officials: CLEO Charles Boecher, Chris Jenkins, Curt Mullen, Ernie Ferreira, Lowell Walker, Steve Talburt and Zac Moore. Guests Present: Tom Summar, DWFS Regional Director Board Staff Present: Michael Branan, Jeremy Frutchey and Cathy Spencer</p>	Vice CLEO Ken Doke Quorum Established

3.	<p>Discussion and Possible Action: Approval of October 16, 2025 Local Elected Officials Meeting Minutes</p> <p>The motion was made to accept the October 16, 2025 Local Elected Official (LEO) Meeting Minutes as written.</p>	<p>Vice CLEO Ken Doke Motion: Tim Kelley Second: Ray Watts Vote: <u>Motion Carried Unanimously</u></p>
4.	<p>Discussion and Vote to enter Executive Session pursuant to Okla. Stat. tit. 25, § 307(8)(1), to discuss the Tulsa lease</p> <p>Mike Branan, GCWDB CEO, advised there is nothing to report.</p>	<p>Vice CLEO Ken Doke <u>No Action Required</u></p>
5.	<p>Discussion and Vote to return to Open Session</p>	<p>Vice CLEO Ken Doke <u>No Action Required</u></p>
6.	<p>Discussion and Possible Action: Approval of GCWDB Local Plan</p> <p>Mike Branan, GCWDB CEO, reported the 4 Year Local Plan for the period PY 2025 through PY 2029 was written due to the reorganization combining GCWDB and NEWDB. The Local Plan has been approved by the OESC.</p> <p>Motion was made to approve the GCWDB Local Plan as presented.</p>	<p>Vice CLEO Ken Doker Motion: Mitch Antle Second: Loyal Dean Taylor Vote: <u>Motion Carried Unanimously</u></p>
7.	<p>Discussion and Possible Action: Approval of GCWDB MOU/IFA</p> <p>Mike Branan, GCWDB CEO, reported the draft is complete, and negotiations have started. Commitments have been received from 12 partners. The document will be presented next week for approval. Jeremy Frutche and Ashley Arenivar have received kudos from the state for their efforts with the preparation of this document.</p>	<p>Vice CLEO Ken Doke <u>No Action Required</u></p>
8.	<p>Discussion and Possible Action: Approval of Center Certification of Bartlesville, Tahlequah, Muskogee, Pryor, Okmulgee, and Sapulpa American Job Centers</p> <p>Mike Branan, GCWDB CEO reported the Center Certifications was completed on six (6) of the American Job Centers and they all passed with no deficiencies. The individual center reports were included in the meeting documents. The motion was made to approve the Center Certification for the six (6) GCWDB American Job Centers.</p> <p>Motion was made to approve the Center Certification for the Bartlesville, Tahlequah, Muskogee, Pryor, Okmulgee, and Sapulpa American Job Centers.</p>	<p>Vice CLEO Ken Doke Motion: Mitch Antle Second: Stan Sallee Vote: <u>Motion Carried Unanimously</u></p>
9.	<p>Discussion and Possible Action: PY 2025 Budget Modification</p> <p>Mike Branan, GCWDB CEO reported with the approval of the</p>	<p>Vice CLEO Ken Doke Motion: Stan Sallee Second: Mitch Antle Vote:</p>

	<p>Budget Modification through October, would bring the board program percentages into alignment with the 33% of where we should be. Board “Admin” Adult, Dislocated Worker, Youth and Supportive Services budgets were reduced. Board “Program” Adult, Dislocated Worker, and Youth were increased. Through October, the Board Program and Admin Budgets were spent at: Adult Program 54%, Adult Admin 12%, DLW Program 41%, DLW Admin 9%, Youth Program 43%, and Youth Admin 10%.</p> <p>Motion was made to approve the PY25 Budget Modification as presented.</p>	<p><u>Motion Carried Unanimously</u></p>
10	<p>Discussion: Financial Report</p> <p>Ashley Sellers, Fiscal Agent, presented our financials through October. She reported that the Fiscal Agent is a little heavy due to annual expenses which included: EOR insurance dues, accounting software, Laserfiche, benefits, staff time, and MIP. She reviewed the financial spreadsheet provided in the meeting packet and gave explanations for the expenditures and the current status of our budget.</p>	<p>Ashley Sellers, CEO COWIB – GCWDB Fiscal Agent <u>No Action Required</u></p>
11.	<p>Discussion: GCWDB CEO Report</p> <p>Mike Branan, GCWDB CEO reported there would be no funding recapture this year; the Service Provider is ahead of spending overall vs last year; there were three (3) findings in the state monitoring and we were given 30-day extension to correct these things (storage facility which has been taken care of, MOU/IFA and Consortium Agreements); there were four (4) areas of concern (Tulsa space, OESC has taken over the lease, looking at new space in Muskogee at NSU/Muskogee, and new location for Tahlequah office).</p>	<p>Mike Branan, GCWDB CEO <u>No Action Required</u></p>
12.	<p>Discussion: Service Provider</p> <p>Tom Summar, DWFS Regional Director, provided a Power Point presentation of their activities through November. This information reflects that their services and activities have increased compared to their numbers last year. There are areas where the numbers are less than they were expected to be, but they are making adjustments to increase in those areas. Some areas have already exceeded their goals. They have provided services to participants in all 18 of the GCWDB counties.</p>	<p>Tom Summar, Regional Director DWFS <u>No Action Required</u></p>
13.	<p>Adjourn</p>	<p>Vice CLEO Ken Doke <u>Motion: Alva Martin</u></p>

Motion was made to adjourn at 11:13 a.m.	Second: Mitch Antle Vote: Motion Carried Unanimously
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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

Approved by: 
Charles Boecher, Chief Local Elected Official
Date: 3-5-2026

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