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Relay 711

**Executive Committee Meeting**  
**3:00 PM, June 16, 2020**  
**WebEx Meeting**

Meeting was called to order by Chair, Becky Brooks.

Roll Call was taken. Members present: Becky Brooks, Chair; Steve Halter, Secretary; Lisa Aden, the Honorable Zach Williams, the Honorable Jeff Cowen, and the Honorable Mark Collins.

Minutes from the last board meeting, April 4, 2020 were reviewed. Honorable Zach Williams made the motion to accept, 2<sup>nd</sup> by Steve Halter. Motion approved.

Becky Brooks asked Donna Parrott to review what was needed on the agenda for the approval. Becky asked that all Policies be reviewed and that a vote for approval be all at one time. Donna reviewed the following revised policies:

Individual Training Accounts (ITA) Policy: The review committee met and discussed the ITA policy. They recommended a cap of \$6500 per participant per contract year. The changes being proposed is that the \$6,500 maximum per participant, per program year be added to the policy.

Local Supportive Service Policy: Changes were to remove any references to DWD, which the state OWD request as their name had changed. This was completed.

Adult/Dislocated Worker – Training Expenditure Rate/Local Criteria for Training Recipients: State has asked that we change the 40% requirement to include anything related to participant costs, and that a maximum of 60% spent on staffing and non-participant expenses be added to this policy. This was changed.

Integration of Service Policy: State asked that we create this policy to include the following requirements: “All job seekers must be enrolled in the Wagoner Pyser Program (WP), All Trade Adjustment Assistance (TAA) participants must be co-enrolled in the WIOA Dislocated Worker program, and All National Dislocated Worker Grant participants be co-enrolled in the WIOA Dislocated Worker program if they meet the eligibility requirements.” This was added

Youth Apprenticeship Policy: State asked that we expand on this policy. Donna worked with Gina Caldwell from the state to ensure this policy now follows state guidelines.

Becky Brooks, Chair opened the floor for discussion. No one had any comments. Motion was made by Steve Halter and 2<sup>nd</sup> by the Honorable Zach Williams to accept all the above policies as presented, and the effective date to all will be July 1, 2020.

Donna Parrott talked about the changes that State asked for in our Four-Year Plan. The changes had to do with the Youth Activities and our 14 elements. She also stated that the above policies just approved, will now be added to the Four-Year Plan as required. A motion made by Steve Halter, and 2<sup>nd</sup> by the Honorable Zach Williams. Motion passed to approve the Local Four Year Plan.

Discussion as to have the July 14, 2020 Executive meeting by WebEx, was approved. However, if the Twin Pines Conservations Center is open for July 28, 2020 full board meeting, it is recommended that we have that meeting in person.

Motion to adjourn was made by Lisa Aden, and 2<sup>nd</sup> by Mark Collins.