

WorkforceTulsa

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06/17/2015

Tulsa Area Workforce Investment Board Disability Employment Advisory Council Meeting Minutes

1:20 p.m. Advisory Chair, Thaddaeus Babb called meeting to order.

ATTENDEES

Committee Members: Thaddaeus Babb, Cindy Cook, Barry Maxwell, Gay McMillin, Tracey Brigham, Vickie Holler

Absent Members: Gloria Morton, Robin Thompson, Michael Turner, Judy Goldson

WIB Staff: Nicole Hayes

Guests:

| Item | Description / Discussion | Action | | | | | | | | | | | | |
|---|--|---|----------------|--------|---|--------------------------------|--|---|----------|-----------------|--|---------------------------------|---------------|-----------------------------------|
| 1. | Review and Approve: Meeting Minutes for the 05/20/2015 Disability Employment Advisory Council (DEAC). | <p>Motion: to Approve Minutes from the : Thaddaeus Babb</p> <p>Second: Barry Maxwell</p> <p>Vote: Approved Unanimously</p> | | | | | | | | | | | | |
| 2. | <p>Action Steps Update: 05/20/2015 DEAC Action Steps</p> <table border="1"> <thead> <tr> <th>Action Steps</th> <th>Accountability</th> <th>Report</th> </tr> </thead> <tbody> <tr> <td>1. Workforce Tulsa Presentation to Project Directors of DRS. Gloria Morton will provide Nicole Hayes with the next meeting date of the Directors. Then Nicole will set up presentation.</td> <td>Gloria Morton and Nicole Hayes</td> <td>Terry Edgar with Department of Rehabilitation Services needs to know the amount of time and when a Workforce Tulsa Representative can present.</td> </tr> <tr> <td>2. All organizations at the table are to bring marketing materials for all members to take with them, at the June 17, 2015 meeting.</td> <td>Everyone</td> <td>Carry forwarded</td> </tr> <tr> <td>3. Send Nicole Department of Labor's Workforce Innovation and Opportunity Act Change Report. Nicole will then send out to council.</td> <td>Thaddaeus Babb and Nicole Hayes</td> <td>Will forward.</td> </tr> </tbody> </table> | Action Steps | Accountability | Report | 1. Workforce Tulsa Presentation to Project Directors of DRS. Gloria Morton will provide Nicole Hayes with the next meeting date of the Directors. Then Nicole will set up presentation. | Gloria Morton and Nicole Hayes | Terry Edgar with Department of Rehabilitation Services needs to know the amount of time and when a Workforce Tulsa Representative can present. | 2. All organizations at the table are to bring marketing materials for all members to take with them, at the June 17, 2015 meeting. | Everyone | Carry forwarded | 3. Send Nicole Department of Labor's Workforce Innovation and Opportunity Act Change Report. Nicole will then send out to council. | Thaddaeus Babb and Nicole Hayes | Will forward. | <p>No Action Necessary</p> |
| Action Steps | Accountability | Report | | | | | | | | | | | | |
| 1. Workforce Tulsa Presentation to Project Directors of DRS. Gloria Morton will provide Nicole Hayes with the next meeting date of the Directors. Then Nicole will set up presentation. | Gloria Morton and Nicole Hayes | Terry Edgar with Department of Rehabilitation Services needs to know the amount of time and when a Workforce Tulsa Representative can present. | | | | | | | | | | | | |
| 2. All organizations at the table are to bring marketing materials for all members to take with them, at the June 17, 2015 meeting. | Everyone | Carry forwarded | | | | | | | | | | | | |
| 3. Send Nicole Department of Labor's Workforce Innovation and Opportunity Act Change Report. Nicole will then send out to council. | Thaddaeus Babb and Nicole Hayes | Will forward. | | | | | | | | | | | | |

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| | 4. Research if Workforce Tulsa Career Advisor's help participants complete DRS application. | Nicole Hayes | This is not defined in process, but if client was to request help Workforce Tulsa Career Advisors would help appropriately. | |
| | 5. Is the WorkKeys Assessment accessible? | Nicole Hayes | The WorkKeys Assessment is not fully accessible, but through partnership with the Oklahoma Employment Security Commission there are resources available to ensure one would be able to complete the assessment. | |
| | 6. Check with Commerce and DRS to receive an update as to the statewide initiative to ensure all One-stop Centers are ADA compliant and accessible. | Nicole Hayes and Thaddaeus Babb | Nicole Hayes has made contact with the Oklahoma Employment Security Commission and should be receiving the reports for the Tulsa area in the next few days. Once received Nicole will forward to council for their review and discuss at next meeting. | |
| | 7. Contact Gay McMillin from Developmental Disability Services to request representation on council. | Gloria Morton | Gloria Morton was not present at meeting to give update. | |
| | 8. Contact Mental Health Association to request a representative - Lisa Turner | | Barry Maxwell informed the committee that Lisa Turner is the wife of newly added Michael Turner. | |

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| | 9. Contact Center for Individuals with Physical Challenges. | No one identified to make contact. | Representative from Developmental Disability Services was present at meeting. | |
| | 10. Send out a formal email introduction to Judy Goldson so that she may be added to the council | Robin Thompson | Judy Goldson is interested and will be attending next meeting. | |
| | 11. Contacting Tulsa Speech, Hearing Association and Department of Rehabilitation Visual Services for suggested representatives to the council. | Thaddaeus Babb | Tracy Brigham from DRS Visual Services was present at meeting. TSHA has been contacted but have not yet responded. | |

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| 3. | Action Steps: | | <u>No Action Necessary</u> |
| | Action Steps | Accountability | |
| | 12. Set up Intro to Services for Council | Nicole Hayes | |
| | 13. All organizations at the table are to bring marketing materials for all members to take with them, at the June 17, 2015 meeting. | Everyone | |
| | 14. Speak with Sabrina Ware on becoming part of the council | Gat McMillin | |
| | 15. Speak with Sandy Keith with Quality First Pharmacy | Cindy Cook | |
| | 16. Contact Gay McMillin from Developmental Disability Services to request representation on council. | Gloria Morton | |

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| 6. | <u>Meeting Adjourned:</u> 2:19 p.m. | <u>Motion:</u> to Adjourn: Gay McMillin <u>Second:</u> Tracey Brigham <u>Vote:</u> Approved Unanimously |
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Chair Signature: _____

A handwritten signature in black ink, appearing to be the initials 'WA' with a large, stylized flourish above the letters.

Date: 8/19/15