

WorkforceTulsa

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08/19/2015

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: Alex Aguilar, Thaddaeus Babb, Barry Maxwell, Gay McMillian, Robin Thompson and Sabrina Ware.

Absent Members: Tracey Brigham, Cindy Cook, Vickie Holler, Gloria Morton and Michael Turner.

WIB Staff: Nicole Hayes

Guests:

Item	Description / Discussion	Action																		
1.	Review and Approve: Meeting Minutes for the 06/17/2015 Disability Employment Advisory Council (DEAC).	<p>Motion: to Approve Minutes from the : Sabrina Ware</p> <p>Second: Robin Thompson</p> <p>Vote: Approved Unanimously</p>																		
2.	<p>Action Steps Update: 06/17/2015 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. Set up Intro to Services for Council</td> <td>Nicole Hayes</td> <td>This task was completed. An Intro to Services meeting for Committee members was set up for 07/30/2015.</td> </tr> <tr> <td>2. All organizations at the table are to bring marketing materials for all members to take with them.</td> <td>Everyone</td> <td>Move Forward</td> </tr> <tr> <td>3. Speak with Sabrina Ware on becoming part of the council</td> <td>Gat McMillin</td> <td>Sabrina Ware was at the Committee.</td> </tr> <tr> <td>4. Speak with Sandy Keith with Quality First Pharmacy</td> <td>Cindy Cook</td> <td>Cindy was not at the Committee Meeting. More forward to next agenda.</td> </tr> <tr> <td>5. Contact Gay McMillin from Developmental Disability Services to request representation on council.</td> <td>Gloria Morton</td> <td>Gay McMillin was at the Committee</td> </tr> </tbody> </table>		Action Steps	Accountability	Report	1. Set up Intro to Services for Council	Nicole Hayes	This task was completed. An Intro to Services meeting for Committee members was set up for 07/30/2015.	2. All organizations at the table are to bring marketing materials for all members to take with them.	Everyone	Move Forward	3. Speak with Sabrina Ware on becoming part of the council	Gat McMillin	Sabrina Ware was at the Committee.	4. Speak with Sandy Keith with Quality First Pharmacy	Cindy Cook	Cindy was not at the Committee Meeting. More forward to next agenda.	5. Contact Gay McMillin from Developmental Disability Services to request representation on council.	Gloria Morton	Gay McMillin was at the Committee
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4.	<p>Discussion: Resource Packet for Employers</p> <p>Thaddaeus Babb with Department of Rehabilitation Services (DRS) and Nicole Hayes with Workforce Tulsa meet with Kyle Smith Business Services Manager for Workforce Tulsa to discuss the development of a resource packet for employers to help the employer better understand the services that are available to them and their employees in relation to disabilities.</p> <p>After further discussion held between the Business Service’s Team Account Managers the need for training on how to approach the employer about hiring those individuals with disabilities and how to better those who have a disability.</p> <p>Thaddaeus presented the training of frontline staff for Workforce Tulsa and partnering agencies idea to the Council. The training was mutually viewed as a promising idea throughout the council.</p> <p>Barry Maxwell, Director of Development for TARC, reiterated that a resource packet for participants would be beneficial as well.</p> <p>So three ideas/project were identified in the meeting:</p> <ol style="list-style-type: none"> 1. Job Seeker Packet 2. Employer Packet 3. Disability Employment Training for frontline staff <p>As a council it was identified that the Disability Employment Training for frontline staff would be the main priority and the job seeker and employer packer can be tackled consecutively at a later date.</p>	<u>No Action Necessary</u>										

5.	<p>Discussion: Workforce Tulsa One-Stop ADA Compliance Reports The report received in the meetings were only of the physical aspect of the one-stop centers. The council requested that an accessibility for individuals with visual disabilities assessment be completed to ensure accessibility. Thaddaeus will contact Visual Services within DRS to request they perform the assessment.</p> <p>Of those items found within the assessment as non-compliant, the Council request those items be addressed.</p>	
6.	<p>Discussion: Review of Workforce Tulsa's Demand Occupations List Nicole presented the demand occupations list to the council and how it's used to determine what how funding will be used in reference to occupational skill training.</p>	
5.	<p>New Business:</p> <ol style="list-style-type: none"> 1. Barry Maxwell advised the Council that October is disability employment month and the council should do something to promote the month. This lead to further conversations of providing disability employment training during this time frame. In an attempt to prepare for the creation of this training event the Council meeting was changed to September 23, 2015 from 12:30 p.m. to 3:30 p.m. 2. Every month a council member will give a 10-15 minute presentation on their organization's services. Thaddaeus Babb will be the presenter for September. 	
6.	<p>Meeting Adjourned: 2:22 p.m.</p>	<p>Motion: to Adjourn: Robyn Thompson Second: Gloria Morton Vote: Approved Unanimously</p>

Chair Signature:  Date: 9/23/15

