November 18 2022 9:00 AM

Rogers County Courthouse

(Commissioner’s Meeting Room)

200 S Lynn Riggs Blvd

Claremore, OK 74017

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| **LEO Special Meeting Minutes** | |
| Dan Delozier, CLEO, called the meeting to order at 9:06 a.m.  Members Present: Dan Delozier, Lowell Walker, Mike Furnas, and Mitch Antle  Members Absent: Jack Callihan, Ryan Ball and Burke LaRue  Guest Present: Michell Bish |  |
| 1. WIOA Title 1 Success Story: Bailey | Michelle Bish |
| 1. Discussion/Action: August 5, 2022 Minutes   CLEO Delozier reminded LEO’s present the meeting documents had been emailed to them prior to today’s meeting. Copies were also made available. Delozier asked for a motion to approve the August 5, 2022 LEO Meeting Minutes. Commissioner Antle motioned to approve. Commissioner Furnas seconded the motion to approve. A vote was taken and all approved the August 5, 2022 Meeting Minutes. There was no discussion. | Dan Delozier |
| 1. Discussion/Action: Budget vs. Actual Report and Minimum Spending   Michelle Bish provided a review of the Budget vs Actual report and shared observations from the reports.  Budget vs Actual reflects the Supportive Services spending is high in all programs. There has been an increase in the Youth spending.  The Admin and BSV reflects a credit. This is a vacation accrual reversal.  The BSV/CSO review of expenditures reflects travel expenditures are as expected and all other line items are well below budget.  CLEO Delozier asked for a motion to approve the Budget vs Actual Report and Minimum Spending as presented. Commissioner Antle motioned to approve. Commissioner Walker seconded the motion to approve. A vote was taken and all approved the motion. There was no discussion. | Michelle Bish |
| 1. Discussion/Action: PY 22 NEWDB Operating Budget Revised   Michelle Bish explained the PY22 NEWDB Operating Budget revisions were necessary due to the receipt of the Eastern awards which were held by the previous fiscal agent. The funds had to be reallocated so we could expend all of the old grants held by the previous fiscal agent during an extended close out period. The funds were received on September 15, 2022 and had expired on June 30, 2022. The required reallocations impacted most other budgets.  The budget revision is also necessary due receipt of additional Adult funds. There has been an increased in Adult services, the NEWDB requested additional Adult funds from OOWD. The NEWDB received an additional $250K to continue services to Adults.  The total budget approved is $2,186,411.79.  CLEO Delozier asked for a motion to approve the PY22 NEWDB Operating Budget Revised. Commissioner Antle motioned to approve. Commissioner Furnas seconded the motion to approve. A vote was taken and all approved the PY22 NEWDB Operating Budget Revised in the amount of $2,186,411.79. There was no discussion. | Michelle Bish |
| 1. Discussion/Action: PY 22 NEWDB CSO Budget Revised   Michelle Bish explained the PY22 NEWDB CSO Budget revisions was necessary due to the receipt of the old Eastern awards held by the previous fiscal agent. This impacted all NEWDB budgets. The funds had to be reallocated to allow NEWDB to expend all of the old grants which had been received from the previous fiscal agent. The funds were received on September 15, 2022 and had expired on June 30, 2022. This required reallocations that impacted most other budgets. The total approved PY22 NEWDB CSO Budget Revised is $265,314.14.  CLEO Delozier asked for a motion to approve the PY22 CSO Budget Revised. Commissioner Antle motioned to approve. Commissioner Furnas seconded the motion to approve. A vote was taken and all approved the PY22 NEWDB CSO Budget Revised in the amount of $265,314.14. There was no discussion. | Michelle Bish |
| 1. Discussion/Action: PY 22 NEWDB BSV Budget Revised   Michelle Bish explained the reason for the NEWDB BSV Budget revisions was necessary due to the receipt of the old Eastern awards held by the previous fiscal agent. This impacted all NEWDB budgets. Funds were received on September 15, 2022 and had expired on June 30, 2022. This required reallocations that impacted most other budgets. The total budget approved is in the amount of $239,926.44.  CLEO Delozier asked for a motion to approve the PY22 BSV Budget Revised. Commissioner Walker motioned to approve. Commissioner Antle seconded the motion to approve. A vote was taken and all approved the PY22 NEWDB BSV Budget Revised in the amount of $239,926.44. There was no discussion. | Michelle Bish |
| 1. Discussion/Action: PY 22 DWFS Operating Budget Revised   Michelle Bish explained the request for LEO approval of the PY22 DWFS Revised Operating Budget is due to the receipt of increased Adult funds and the need to increase Supportive Services for Adult clients. The total amount of the DWFS Service Provision remains unchanged in the amount of $423,872. The total client budget is $671,908.99.  CLEO Delozier asked for a motion to approve the PY22 DWFS Revised Operating Budget in the amount of $671,908.99. Commissioner Walker motioned to approve. Commissioner Furnas seconded the motion to approve. A vote was taken and all approved the PY22 DWFS Operating Budget Revised in the amount of $671,908.99. There was no discussion. | Michelle Bish |
| 1. Performance Reports  * Performance Report, Monitoring Report and Disallowed Costs from Service Provider * NEWDB Workforce System and Business Service Report | Michelle Bish |
| 1. NEWDB Director’s Report  * Status of NEWDB Pilot Project * Sector Partnerships * Miami and Claremore Leases * GCWDB One Stop Services | Michelle Bish |
| 1. New Business: None | Dan Delozier |
| Adjourn: CLEO Delozier asked for a motion to adjourn the meeting. Commissioner Walker motioned to adjourn. Commissioner Furnas seconded the motion to adjourn. A vote was taken and all approved the motion to adjourn. The meeting was adjourned at 9:39 a.m. | Dan Delozier |

LEO 11.18.2022 Meeting Minutes approved by LEO’s present 2/3/2023