

Oklahoma Employment Security Commission



Jon Brock, Executive Director

Brad Henry, Governor

Representing Employers
Julius Hilburn, Commissioner
Gayle Harris, Commissioner

Representing the Public
Rev. W. B. Parker, Chairman

Representing Employees
Mike Wester, Commissioner
Susan Stoll, Commissioner

June 6, 2008

Ms. Alexandra Kielty
U.S. Department of Labor/ETA
Office of Workforce Investment
Division of Adult Services, Room S-4209
200 Constitution Ave., N.W.
Washington, DC 20210

Dear Ms. Kielty:

As Governor of Oklahoma, I designated the Oklahoma Employment Security Commission as the agency responsible for the development and submission of Oklahoma State's Senior Employment Services Four-Year Plan—PY 2008 through PY 2011—to the Department of Labor.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Henry", is written over a horizontal line.

Brad Henry,
Governor

A handwritten signature in black ink, appearing to read "Jon Brock", is written over a horizontal line.
Jon Brock, Executive Director, OESC

cc: Norma Noble, Deputy Secretary for Workforce Development
Jon Brock, Executive Director, OESC
Richard Gilbertson, Director, Workforce Integrated Programs

TABLE OF CONTENTS

	PAGE
Introduction	3
Senior Community Service Employment Program (SCSEP)	
State Senior Employment Services Coordination Plan	4
Section 1 Purpose of the State Plan	5
Section 2 Involvement of Organizations and Individuals.....	5
Section 3 Solicitation and Collection of Public Comments	5
Section 4 State Plan Provisions	6
A. Basic Distribution of SCSEP Positions	6
B. Rural and Urban Populations	6
C. Specific Population Groups	6
Section 5 Supporting Employment Opportunities	7
Section 6 Increasing Unsubsidized Employment	8
Section 7 Community Service Needs	9
Section 8 Local Coordination Other	10
Section 9 Avoidance Disruptions in Service	11
Section10 Improvement of SCSEP Services	11
Plan Appendixes	
Oklahoma SCSEP Contacts List	I
Public Comments	II
Oklahoma Distribution Report	III
Memorandum of Understanding Checklist	IV
Letters of Attestation	V

Introduction

The State of Oklahoma's Senior Service Training Plan is designed to enhance the employment skills of older workers by collaboration, coordination and cooperation between State and National SCSEP organizations statewide. This cooperation will allow SCSEP grantees to collaboratively target demand occupations, providing skilled workers to local communities. This 4-year Plan is a guide for Senior Community Service Employment Program (SCSEP) sub-grantees and others, to be used when planning for intra-state training activities.

The Governor has delegated responsibility for the development and submission of Oklahoma's State Plan to the Oklahoma Employment Security Commission (OESC). The objective of Oklahoma's Plan is to develop a program delivery mechanism that:

- o Builds on the Workforce Oklahoma Centers, mandated under the federal Workforce Investment Act (WIA)
- o Targets training in demand occupations, and
- o Encourages employers to hire SCSEP participants.

The Workforce Oklahoma Centers provide a detailed set of training, and employment services to help individuals become economically and socially self-sufficient. This Plan outlines the development of partnerships with State and National Older Worker programs to meet the training and employment needs of Oklahoma's older residents.

The SCSEP provides training services to adults age 55 and older who:

- a. Have income below 125% of the federal poverty level
- b. Are unemployed
- c. Are resident of Oklahoma
- d. Have poor employment prospects
- e. Utilizing services provided under title I of the Workforce Investment Act

These training services will increase participants' self-confidence and job skills in demand occupations with the ultimate goal of transitioning participants into unsubsidized employment and providing employers with a ready-made workforce.

The program will enhance employment opportunities for older workers while promoting older workers as a solution for businesses seeking a trained, qualified, and reliable workforce. The ability to assemble workforce development resources to enable older individuals to continue to contribute to the economic well being of the community and their own self-worth is a benefit which should not be overlooked

In Oklahoma SCSEP services are provided through Oklahoma Employment Security Commission (OESC) as the State Grantee, five State sub-grantees and four national entities: American Association of Retired Persons (AARP), Experience Works, and the National Indian Council on Aging, Inc. (NICOA). Grantees' service areas are split by county. See Appendix I for a complete list of State and National grantee contacts.

OKLAHOMA SENIOR EMPLOYMENT SERVICES PLAN

SECTION 1

Purpose of the State Plan

OESC, as the State SCSEP grantee, was designated the responsibility of developing Oklahoma's Senior Training Services Plan. OESC initiated the process through the formation of a work group comprised of all SCSEP grantees, which included state and national sponsors, in order to insure an even greater coordination of SCSEP activities in Oklahoma among state and program resources. The OESC obtained advice and input regarding the Plan development from the Local Workforce Investment Boards, Chambers of Commerce, Community and Economic Development partners. Most input received encouraged utilizing collaboration toward increased service integration. These partners in the plan development included: The Oklahoma Department of Human Services Aging Services Division and the eleven Area Aging Agencies; the State Employment Service; the AFL-CIO Rapid Response Coordinator; and National Grantees serving this targeted group.

In order to ensure greater coordination of SCSEP activities within the state, we began with the multiple SCSEP grantees, both state and national, that provide the older worker services throughout Oklahoma. These organizations included:

- AARP;
- Experience Works, Inc.;
- National Indian Council on Aging; and
- The State of Oklahoma and its sub-grantees.

These entities have shown a keen collaborative willingness over the years in serving the older worker population in Oklahoma and have been among the best performers in the delivery of services. They met the challenges of WIA legislation through a strong involvement in the mandatory Workforce Oklahoma Centers from the beginning before SCSEP became a mandated partner. This full integration of SCSEP into the Workforce Oklahoma Centers further ensures that older individuals have full access to all the services available through the Workforce Oklahoma Center Systems. The program's linkage, via the MOU, minimizes duplication of services and expands services to the exploding older worker population, regardless of whether participants meet the eligibility requirements for SCSEP. The multiple SCSEP grantees not only coordinate referrals, but also complement each other on Local Workforce Investment Boards. Oklahoma's SCSEP sub-grantees have provided state plan information, insight and expertise in the development of this state plan.

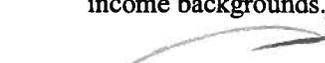
SECTION 2

Involvement of Organizations and Individuals

We have received input from the Oklahoma Department of Human Services State Aging Services Division and area agencies on aging throughout the State. These State Aging Agencies provided valuable information gathered through their community involvement and knowledge of local needs. These Agencies also shared their State Plan on Aging with SCSEP grantees, which shows their administration of programs providing nutrition services, in-home and supportive services and promotes the development of a comprehensive service system.

OESC met with National Grantees—AARP and Experience Works—to collaboratively discuss possible plans to encourage private employers to hire SCSEP participants. Plans discussed included contacting business organizations such as the Oklahoma Bar Association and labor organizations to encourage organization members to contact SCSEP providers for their hiring needs.

Oklahoma has a strong Workforce Investment System that provides universal services to all applicants, especially those that are uniquely diverse. The Governor insists that the Workforce Investment vision be state-based with local stakeholder input on design of delivery as well as private sector leadership and direct involvement at all levels. The Strategic 2 year State Workforce Investment Plan focuses on the many new partners brought into the mix toward providing universal services to all client groups, including older workers and those with low income backgrounds.



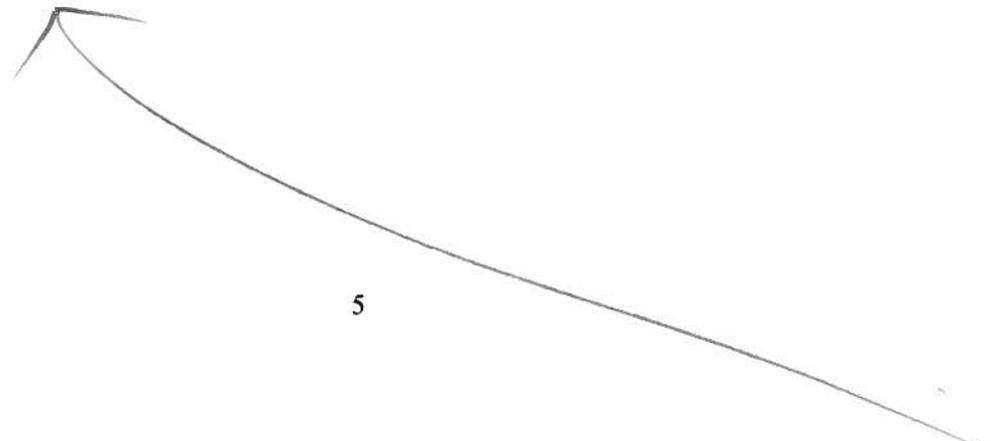
SECTION 3

Solicitation and Collection of Public Comments

As required by section 503(a)(3) of the OAA Amendments, OESC procedures and timeline for ensuring an open and inclusive planning process that provided a meaningful opportunity for public comment included:

- An email to representatives of a diverse group of public and private agencies giving notification of the availability of the proposed State Plan and the time period for public comment;
- Placing the proposed Oklahoma State Senior Employment Coordination Plan on the OESC website;
- Allowing a one week time frame, from June 9, 2008 through June 13, 2008, for comment; and
- Meetings at OESC and across the State.

See Appendix II



SECTION 4

Basic Distribution of SCSEP Positions within the State

A. Location of Positions

The Equitable Distribution Report (EDR) provides the basic information needed to assess the location of the eligible population and the current distribution of much needed employment. Aging Services are concerned about all aging issues and appreciate any assistance provided to our senior population. The EDR provides a basis to determine the collective progress made by sponsors toward an equitable distribution of program positions. The report underscores the excellent planning and coordination toward the position balance existing throughout the state. The Oklahoma SCSEP sponsors have made tremendous progress over the years with the distribution of resources throughout the state. The EDR reflects this team effort. (Appendix III)

B. Rural and Urban Populations:

Oklahoma's population is mostly rural with two major urban centers, Oklahoma City and Tulsa metropolitan areas. The smallest numbers of Title V positions are allocated in the rural counties with the highest number in the counties where the largest populations are located. Because of Oklahoma's dual population areas, there is a wide diversity in community service needs. In some of the very rural areas of the state, some services might not be available without Title V participants. In the more populated areas, Title V enhances and expands existing services to inter-city or more remote parts in those critical service areas. Currently workforce partners, including elected officials and other stakeholders, serve to help identify local community needs.

In the coming years, the collaboration of SCSEP partners will sponsor work groups that will address these dual population areas and work toward the formulation of a new systematic process that better identifies community needs. Through community hearings, surveys, and other means the on-going strategy will be to not only better identify participant and employer needs, but to expand our capability of filling those needs through linkages of and collaboration with community partners.

C. Specific Population Groups:

The OESC and the State of Oklahoma strongly believe that recruitment of SCSEP participants must be an on-going campaign. Our goal is for each of our sub-grantees to be over-enrolled and/or maintain a waiting list, thereby ensuring that any vacant slot is filled without delay. Sub-grantees will rely upon a shared network of service providers, community-based organizations, and social and human resources for the recruitment of participants. The Area Agencies on Aging, Indian Tribes, and employment security resources will also play a vital part in the recruitment process. As many of these providers are integrated into the Oklahoma Workforce Centers, Center staff will also play a major role in the SCSEP recruitment process by referring eligible WIA applicants to a SCSEP counselor.

Applicants will be referred to the sub-grantee's counselor who will interview the applicant. The determination of the applicant's eligibility is based on criteria established in the OAA and Federal Guidelines, and will be well documented. The sub-grantees will select only those individuals who are at least 55 years of age and a member of a family with an income below 125% of the Lower Living Standard Income Levels (LLSIL).

All SCSEP applications will be retained in a reserve file to be used when a vacancy occurs. The sub-grantees will continue to recruit and select eligible applicants for a pool of pending applications to assure there are sufficient applicants to fill all available positions. Our SCSEP sub-grantees will give priority to eligible older workers who are minorities, have a disability, have limited English proficiency or low literacy skills, reside in a rural area, have low employment prospects, have failed to find employment after utilizing services provided through the Workforce Oklahoma Centers Delivery System, are homeless or are at risk for homelessness, and eligible individuals who have the greatest economic need—at least in proportion to their numbers in the State—taking into consideration their rates of poverty and unemployment, and to persons who are over the age of 65.

In addition, the Jobs for Veterans Act of November 2002 established priority for veterans in all Department of Labor qualifying job training programs, of which SCSEP qualifies. The veterans' priority requirements will be integrated with the special consideration preferences delineated at §502(b)(1)(M) of the OAA. The preferences will apply, to the extent feasible, to the following individuals:

- Those who have incomes below the poverty level;
- Those with poor employment prospects; and
- Those who have the greatest social and/or economic need and are eligible minorities, limited English speakers, or Indians.

When faced with enrolling several individuals, preference will be given to the person with the above characteristics. If no individual possesses the preference characteristics, then the enrollment will be based on the age and veteran priorities.

SECTION 5

Supporting Employment Opportunities for Participants

Using the information provided by Oklahoma Department of Commerce and Workforce Investment Boards, trade and service areas have the most jobs within many counties. Unfortunately, these industries are not considered a "wealth generating" industry within the local community. Manufacturing was the highest employment and highest wage. Six other industry clusters were education; local health care services; construction; oil and gas; agriculture and food processing; hospitality, recreation and tourism. While some of these industries might seem ill suited for SCSEP participants, often clerical type jobs which better suit the skills and physical restrictions of some SCSEP participants, are associated with these industries.

Host agencies will be recruited that can provide training to participants that fit the match of these demand positions. Only those host agencies that provide high quality training for participants

and whose training is a match for demand occupations will be allowed to participate in the program. With SCSEP case managers located at the Workforce Oklahoma Centers, collaboration between the various partners will ensure that all training opportunities are available to SCSEP participants. In many parts of the state, low unemployment and a high demand for a work force should ease the transition of SCSEP participants into unsubsidized employment.

The Workforce Investment Boards and Business Services Team have developed strong partnerships with local economic development initiatives, local elected officials, rural economic development specialists, local businesses, and business groups to support our short and long term goals of the SCSEP program.

SECTION 6

Increasing Participant Placement in Unsubsidized Employment and Employer Outreach

While one of the goals of the SCSEP program is to place participants into training assignments that involve activities which contribute to the community, the primary goal will remain the placement of participants into unsubsidized employment. Strategies to accomplish this goal include the following:

1. Completion of an assessment on all participants to identify their skills and obstacles to employment that will assist in their training needs.
2. Completion of an Individual Employment Plan for each participant with updates as needed.
3. Orientation to both the participant and host agency to ensure goals of SCSEP program.
4. Placement with host agency that will develop participants' skills for high growth employment opportunities.
5. Working through the Workforce Investment Boards to ensure employers are engaged in planning and identification of employment opportunities for SCSEP participants.
6. Continuous meeting with employer groups throughout the State in order to determine skills needed and employment opportunities available in the local areas.
7. Coordination between the participant, case manager, host agency, and private employers to ensure the training received and the unsubsidized employment will lead to employment opportunities with established career ladders.
8. Follow up with participants after placement into unsubsidized employment to ensure that barriers are removed and needs are met to ensure retention in unsubsidized employment.

In order to ensure that all performance measures are met, the following steps will be taken:

1. Active participation with employer groups to ensure that the skills acquired by SCSEP participants are those skills needed to meet their demand occupations.
2. Assessments and Individual Employment Plans that address the skills and needs of the participants.
3. Placement into host agencies that provide skills training in demand in the local areas and that also have the probability of retaining the participant after completion of her/his assignment.

4. Availability of supplemental training provided at the host agency
5. Case management during and after placement at the host agency to ensure training is being received.
6. Coordination with local Workforce Oklahoma Centers to ensure participants have knowledge of employment openings in the area for referral.
7. Job development for those participants that are about to complete their community service training assignment if it appears the host agency will not be able to retain them in unsubsidized employment.

SECTION 7

Community Service Needs

The State of Oklahoma is comprised of mostly rural communities and counties. The SCSEP localities and populations covered by OESC and its sub-grantees in Oklahoma are primarily rural. The following list of supportive service needs was developed by the Area Agency on Aging for South Central Oklahoma, as a sample for the State, through a survey of senior citizens.

The top ten identified needs were:

1. Buying prescriptions;
2. Nutrition site meals;
3. Transportation;
4. Accessing health care;
5. Home-delivered meals;
6. Dental, eye glasses and hearing aides;
7. Recreation and social activities;
8. Help with utility bill payments;
9. Housing; and
10. Legal assistance.

Three broad industries, Educational and Health Services; Professional & Business Services; and Trade, Transportation and Utilities, are expected to account for more than two-thirds of the job growth for the State of Oklahoma. Two major occupational divisions, Professional & Related Occupations and Service Occupations, are expected to provide the largest number of jobs, the largest percent change and the most openings per year. Service Occupations are expected to add more jobs than any other major occupational division. Food Service Occupations are projected to be among the leading growth occupations in this group. Cooks-fast food, waiters & waitresses, and combined food preparation & serving workers (including fast food), are listed among the occupations expected to have the largest employment and the most growth state wide. The Services Occupations division is expected to contribute the largest number of both growth and replacement openings during the period. Professional & Related Occupations closely follow Service Occupations in job gain and growth rate. This group's growth will be provided primarily through health care occupations. Specifically, the health services producing the most jobs are Ambulatory Health Care; Hospitals; Nursing and Residential Care Facilities; and Social Services

(which will grow at the highest rate among the larger industries). Thirty demand occupations represent almost 40% of Oklahoma's total employment and provide an average of more than two out of every five job openings each year. Of these 30 occupations, two are Sales & Related Occupations—Retail Salespersons and Cashiers—eight are Office & Administrative Support Occupations, eight are Service Occupations, and five are Professional & Related Occupations.

The State of Oklahoma and its sub-grantees, in collaboration with SCSEP National Grantees and other State agencies on aging, hope to use one need to meet the other. Non-profit and not-for-profit agencies that provide the listed supportive service needs will be recruited as host agencies for SCSEP participants. Many of these agencies have permanent positions available, and have the ability to move SCSEP participants into unsubsidized employment once the participant's training needs are met. The recruitment of these agencies has already begun, and will continue through the four year Plan period.

SECTION 8

Coordination with Other Programs, Initiatives, and Entities

Collaborative strategies will be fostered among service system providers, including all workforce partners, to implement strategic planning which will serve the increasingly aging population. During the next plan year, the collaboration of SCSEP sponsors and workforce partners will focus on interfacing and designing programs to further enhance older disadvantaged worker services. There are older worker specialists in the Workforce Centers.

The State of Oklahoma encourages older workers to be co-enrolled in both SCSEP and the WIA Title I programs. This allows older workers to receive comprehensive training support available in both programs and enables participants to achieve social and economic self-sufficiency. Communities will benefit from the participation of these individuals.

Cooperative relationships have been established with other social service agencies through mutual referrals and other arrangements. These entities include local housing authorities, county social service departments, elderly nutrition projects, community health programs, area mental health programs, Retired Senior Volunteer Programs, and existing senior citizen centers. Another cooperative effort is with the Workforce Innovation Regional Economic Development (WIRED) Demonstration Project, which is operating in the south central part of the state.

The State of Oklahoma SCSEP grantee, its sub-grantees, and the national sponsor partners have a on-going working relationship. The State Community Service Employment Plan will further enhance communications and collaboration between the stakeholders which will continue to improve services to the older worker population of Oklahoma.

change this

SECTION 9

Avoidance of Disruptions in Service

In case of a major shift in the location of the eligible population, the State will gradually shift slot positions from those counties that are over served to those counties that have increased in eligible population. OESC will request a modification from DOL if a major shift accrues. Every effort will be made to ensure that participants are placed in unsubsidized employment. With Oklahoma's 27month participation time limit, participants should complete community service training assignments in such a way that disruption in service will not be a major issue. If for any reason, there is over-enrollment those participants that are located in the over-enrolled counties will be made aware, as soon as possible, that the position they are occupying is temporary and all steps will be taken to move them into unsubsidized employment.

SECTION 10

Improvement of SCSEP Services

The State's goal is to foster economic self-sufficiency for all SCSEP participants. Sub-Grantees will place participants into unsubsidized employment, in accordance with each participant's Individual Employment Plan (IEP). Sub-Grantees will contact private and public employers directly or through the Workforce Center to develop or identify suitable unsubsidized employment opportunities. The State will encourage host agencies to assist participants in their transition to unsubsidized employment, including employment with the host agency.

Participant Assessment

An assessment will be conducted and the IEP updated whenever circumstances warrant. Sub-Grantees will establish written procedures to ensure the required assessments and IEP occurs.

Community Service Training Assignments will be associated with the assessment and labor market demand. A service strategy will be developed and documented on each participant's IEP. The assessment is an ongoing process that lasts throughout the participant's enrollment in the program. The assessment will be completed in consultation with the participant and will include the following:

- The individual's preference of occupational category, work history, skills, talents, aptitudes, physical capabilities
- Potential for performing community service training assignment
- Support services needs
- Potential for transitioning to unsubsidized employment

The assessment will be used to determine the most suitable host agency training site and community service training assignment for the participant. SCSEP staff will use the initial assessment as a basis for developing IEPs.

Individual Employment Plan (IEP)

The IEP will set out goals and action steps based on the assessment, which are specific, measurable, attainable, relevant, and time limited. The IEP will be developed, and amended, in partnership and negotiated with the participant to reflect the actions steps to be achieved in order for the IEP goals to be met. The IEP is an agreement between the participant and the SCSEP staff, and must:

- Consider skills, talents, training, work history, and capabilities
- Identify appropriate training needs
- Identify needed supportive services
- Be the basis for host agency training assignment
- Be signed by participant and program staff
- Must reviewed at least twice or when training needs changes
- Contain corrective action and termination information

The State's SCSEP funds are passed on to local government, and are not processed through a RFP system. The State will provide technical assistance training throughout the year. Each sub-grantees progress will be reviewed monthly and quarterly, and additional technical assistance provided as needed. Monthly conference calls will be conducted to share best practices and to address Core Performance Measures Progress:

- Community Service
- Entered Employment
- Employment Retention
- Average Earnings
- Service Level
- Services To Most In Need

APPENDIX I

SCSEP Contact List

Oklahoma State Grantee – **John Cole**, SCSEP Program Administrator, 2401 N. Lincoln (WRB)
Oklahoma City, OK 73105 - (405) 557-5344 – John.Cole@oesc.state.ok.us

State Sub-Grantee

Association South Central Oklahoma Governments (ASCOG) - **Ray Friedl**, Executive Director,
802 Main Duncan, OK 73534 - (580) 252-0595 - frie_ra@ascog.org

Cleveland County Career Center - **Joan Barker**, Director, 1141 F. Main Norman, OK 73071 -
(405) 701-2000 - joan.barker@oesc.state.ok.us

North Central Oklahoma Development Authority (NCOEDA) - **Mike Bostic**, Director, 2901 N.
Van Buren Enid, OK 73703 - (580) 237-4810 - oedaxdir@ptsi.net

Job Training Northeast - **Jim Craun**, Director, 104 Hester Place Chelsea, OK 73703 - (918) 789-
5566 - jtne_chelsea@yahoo.com

Southwestern Oklahoma Development Authority - **Kathie Price**, Director, P.O. Box 569 Bums
Flat, OK 73624 - (580) 562-4882 - kathie@swoda.org

National Grantees

AARP - **Rosemary Isom**, Project Director, 2200 N. Classen Blvd. Oklahoma City, OK 73106 -
(405) 525-8144 - scrisom@aol.com

Experience Works - **Becky Scott**, Director, 936 Front Street, slot 4 Cottonport, LA 71327 - (318)
876-3954 - becky_scott@experienceworks.org

Experience Works – **Vickie Kinsey**, Local Liaison, 7401 N.E. 23rd Oklahoma City, OK 73141 -
(405)713-6502 - vickie_kinsey@experienceworks.org

NICOA – **Carla Fry**, Director, 5350 S. Western Oklahoma City, OK 73109 - (405)632-7786 -
Carla@nicoa.org

Public Comments:

APPENDIX II

APPENDIX III

SECTION 3 – GEOGRAPHIC AREAS TO BE SERVED

SLOT ALLOCATIONS FOR PY 2008

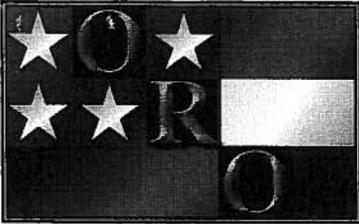
COUNTY	SLOTS	COUNTY	SLOTS
Alfalfa	2	Kingfisher	2
Beaver	2	Kiowa	6
Beckham	9	Major	3
Blaine	2	McClain	5
Cimarron	1	Noble	2
Cleveland	10	Osage	14
Cotton	3	Roger Mills	2
Custer	9	Rogers	13
Dewey	2	Stephens	4
Ellis	2	Texas	4
Garfield	17	Tillman	4
Grant	2	Tulsa	7
Greer	2	Washington	13
Harmon	2	Washita	6
Harper	1	Woods	4
Jackson	10	Woodward	4
Jefferson	4		
Kay	16	GRAND TOTAL	189

APPENDIX IV

Memorandum of Understanding (MOU Checklist)

Local Area	Grantee(s) in Local Area	Existing MOU? Yes or No	**If MOU does not exist, Timeline for accomplishing MOU	MOU Type: Single or Blanket	List Grantee and MOU Partners
South Central	ASCOG Association of South Central Oklahoma Governments	Yes		Blanket	OESC Department of Human Svcs Department of Rehabilitation Adult Basic Education Delta Community Action Canadian Valley Technology Caddo-Kiowa Technology South Central WIB
Cleveland County	Cleveland	Yes		Blanket	OESC Department of Human Services Department of Rehabilitation Moore/Norman Technology Norman Housing Authority Central Oklahoma Community Services Citizens Pottawatomie Nation
North Central	OEDA Oklahoma Economic Development Authority	Yes		Blanket	OESC Department of Human Services Department of Rehabilitation Oklahoma Community Action Stillwater Housing Authority Gateway Foundation/Stillwater School District North Central WIB
Northwest	OEDA Oklahoma Economic Development Authority	Yes		Blanket	OESC Department of Human Services Department of Rehabilitation Adult Basic Education Northwest WIB
Southwest	SWODA Southwest Oklahoma Development Authority	Yes		Blanket	OESC Department of Human Services Department of Rehabilitation Elk City Adult Learning Center ORO Development Corporation Western Technology Center Southwest WIB
Northeast	Job Training Northeast	Yes		Blanket	OESC Department of Human Services Department of Rehabilitation Adult Basic Education Experience Works
Tulsa	Job Training Northeast	Yes		Blanket	OESC Department of Human Services Community Action City of Tulsa Tulsa Career Technology Canadian Valley Technology Caddo-Kiowa Technology

APPENDIX V
Letters of Attestation



Established 1971

OKO Development Corporation

909 S. Meridian, Suite 700, Oklahoma City, OK 73108

www.orodevcorp.org

January 23, 2008

**SWODA
PO Box 569
Burns Flat, OK 73624**

To whom it may concern

OKO Development Corporation fully supports the planning and development of SWODA's four-year strategic plan for the SCSEP program.

OKO along with the Altus Workforce works closely with the SCSEP case manager in filling area job openings for older economically disadvantaged workers.

OKO will continue to be an active partner with the SCSEP program in delivering services to the older worker.



**George Martinez, Director of Field Operations
OKO Development Corporation**



LARRY STUMP, Mayor
KENNY HUCKINS, Vice Mayor
DAVE O'SULLIVAN, Council Member



MIKE PRITCHARD, Council Member
TRENTON BOALDIN, Council Member
TED GRAHAM, Interim City Manager

Oklahoma Economic Development Authority

Attn: Mike Bostic

P.O. Box 668

Beaver, OK 73932

Dear Mr. Bostic,

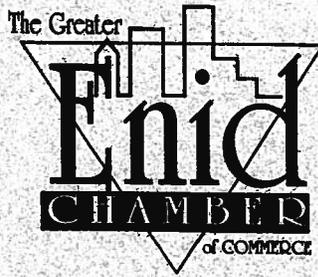
I am writing this letter in support of the SCSEP Plan for the Northwest Workforce Investment Area. Due to the extreme shortage on workers we are experiencing in Guymon and the surrounding region, we feel that it is imperative that older workers have the opportunity to be trained in order to return to the workforce and help fill the gap in this shortage.

Public sector employment will assist the cities, towns, and non-profit's to fill needed positions. It is also an excellent training tool in the preparation of the older worker to reenter the work force.

The City of Guymon feels that Convention and Tourism Center Receptionist position would be an excellent training site for customer service skills and we will assist the SCSEP Program in any type training needed.

Sincerely,

Vicki Ayres-McCune
Community Development Director



January 18, 2008

The Enid Chamber of Commerce supports the proposed SCSEP Plan to ensure the training and employment of those persons over the age of 55. Due to the current worker shortage, we feel that the goals of the program to train these individuals for eventual employment in the private sector are commendable. It is imperative that the current workforce be supplemented by those not currently in the work force to meet the demands of employers.

If there is anything we can do to further the implementation of this plan, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Jon Blankenship".

Jon Blankenship
Director
Enid Chamber of Commerce





NORTHWEST OKLAHOMA WORKFORCE INVESTMENT BOARD

PO Box 668, Beaver, OK 73932 580-625-4531
Serving Beaver, Cimarron, Dewey, Ellis, Harper, Texas, Woods, Woodward Counties

1/15/2008

TO: Mike Bostic, OEDA Executive Director
PO Box 668
Beaver, OK 73932
RE: SCSEP Plan Support Letter

Mr. Bostic:

On behalf of the Northwest Oklahoma Workforce Investment Board, please accept this letter of support for the SCSEP Plan in the Northwest Area.

Our Board Director as well as the Northwest Workforce Offices and WIA Title I Adult and Dislocated Worker Service Providers have been assisting with the development of the SCSEP Plan. The coordination and collaboration of these programs and the personnel involved will provide for a more connected system for all job seekers of all ages.

The Northwest Two Year Strategic Plan has been utilized to develop the SCSEP Plan and an addendum to the Northwest Area Memorandum of Understanding was created to allow for the SCSEP Individual Employment Plan and the WIA Title I Individual Employment Plan to be accepted across program boundaries.

Please contact me if you need anything.

Sincerely,

Paul McCord
NW WIB Chair

Woodward

CHAMBER OF COMMERCE

P.O. Box 1026
Woodward, OK 73802
(580) 256-7411
(800) 364-5352
Fax (580) 254-3585

January 23, 2008

Mike Bostic, Executive Director OEDA
PO Box 668
Beaver, OK 73932

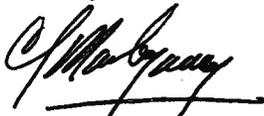
Mr. Bostic,

The Woodward Chamber of Commerce supports the proposed Senior Community Service Employment Program (SCSEP) Plan to ensure the training and employment of persons over the age of 54.

Due to the current worker shortage, the Woodward Chamber of Commerce feels the goals of the program to train eligible individuals for employment in the private sector are commendable. It is imperative that the existing workforce must be supplemented by those not presently employed in order to meet the demands of area employers and businesses.

If there is anything the Woodward Chamber of Commerce can do to further the implementation of the SCSEP Plan, please do not hesitate to contact us.

Sincerely,



CJ Montgomery
President - Woodward Chamber of Commerce

**International
Association of
Machinists and
Aerospace Workers**



DISTRICT LODGE 171
1901 North Washington
Enid, Oklahoma 73701
(580) 233-7290
Fax (580) 233-0230
 888M
PO Box 3333 (73702)

January 18, 2008

The International Association of Machinists and Aerospace Workers District Lodge 171 and its Oklahoma Local Lodges 135, 850, 898, and 1461 supports the proposed SCSEP Plan. We know there is a shortage of workers and we believe the training of persons 55 and older will open doors for them as well as train our workforce.

We are committed to helping and supporting the SCSEP program in any way we can. Please advise me personally if there is anything we can do to keep this program active.

Fraternally,

A handwritten signature in cursive script that reads "Jerry L. McCune".

Jerry L. McCune
President / Directing Business Rep
IAMAW District Lodge 171



Elk City Housing Authority
1510 West Ninth Street
P.O. Box 647
Elk City, OK 73648-0647
Phone (580) 225-0129 Fax (580) 225-0190

January 22, 2008

Re: The SCSEP Local Plan

Both the Elk City Housing Authority and the Elk City Meals on Wheels programs have greatly benefited from the employment of individuals through Title V of the Older Americans Act. With a workforce shortage locally brought on by an increase in oilfield activity and compounded by an aging population, this shortage will only continue. It is essential to our programs, which serve the elderly, to ensure that the older worker continues to be a resource in our community.

We look forward to the opportunity to continue in partnership with the SCSEP and being able to utilize this most valuable asset in the future. If you have any questions, or require additional information, please don't hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Kathy G. Bell".

Kathy G. Bell
Executive Director
Elk City Housing Authority

Site Manager
Elk City Meals on Wheels

Brad Parker – Chair
Parker Pest Control

Joe Payne – Vice-Chair
Mercury Marine

Shelley Stutchman - Secretary
TPI Staffing

– Treasurer

Gloria Hesser
CLEO/WIA Title I

Jim McCormick
Southwest Crisp

Don Weasels
Alfalfa Electric Coop.

Anne Matoy
OSU

Paul Vela
ONG

Gregg Bradshaw
Lambert Construction Company

Stan Merrifield
Merrifield Office Supplies

Krista Roberts
St. Mary's Regional Medical Center

Toni Pickle
Pioneer Telephone

Paul Kyler
Sooner Construction Company

Teri Smith
Quebecor

Lila Logan
Sandra Beasley Independent Living Center

Valerie Snethen
Title V

Teri Holle
Antry Technology Center

Dennis Ruttman
Pioneer Technology

Dr. Joe Kinzer
NOC

Jerry McCune
Labor Rep

Kelly Younce
WIA Title I National Program

Shane Frye
Blackwell Industrial Authority

Dr. John Howell
Meridian Technology Center

Jeff Stark
Labor Rep

Tracey Brigham
ODRS

Steve Crank
OESC

Jane Bowen
Northwest Technology Center – Fairview

Jennifer DeHaas
Continental Resources, Inc.

Dan King
Advance Food Company

Amy Madison
James Crabtree Correctional Center

Brenda Rogers
Groendyke Transport

Marie Holston
ODHS



**NORTH CENTRAL OKLAHOMA
WORKFORCE INVESTMENT BOARD**
Alfalfa, Blaine, Garfield, Grant, Kay, Kingfisher, Major, Noble, Payne

1/15/2008

TO: Mike Bostic, OEDA Executive Director
PO Box 668
Beaver, OK 73932
RE: SCSEP Plan Support Letter

Mr. Bostic:

On behalf of the North Central Oklahoma Workforce Investment Board, please accept this letter of support for the SCSEP Plan in the North Central Area.

Our Board Director as well as the North Central Workforce Offices and WIA Title I Adult and Dislocated Worker Service Providers have been assisting with the development of the SCSEP Plan. The coordination and collaboration of these programs and the personnel involved will provide for a more connected system for all job seekers of all ages.

The North Central Two Year Strategic Plan has been utilized to develop the SCSEP Plan and an addendum to the North Central Area Memorandum of Understanding was created to allow for the SCSEP Individual Employment Plan and the WIA Title I Individual Employment Plan to be accepted across program boundaries.

Please contact me if you need anything.

Sincerely,

Brad Parker
NCOWIB Chair

LARRY M. BOSTIC
Executive Director

P.O. Box 668
Beaver, OK 73932-0668
Phone: (580) 625-4531
Fax: (580)625-3420
E-Mail: oedaxdir@ptsi.net



OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY

A Trust Authority

BEAVER
CIMARRON
DEWEY
ELLIS
HARPER
TEXAS
WOODS
WOODWARD

January 25, 2008

To Whom It May Concern:

By way of this letter, the OEDA Area Agency on Aging would like to show its support for the SCSEP Plan for Northwest and North Central Workforce Investment area.

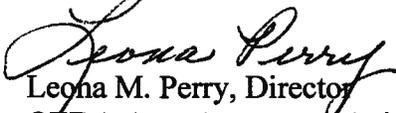
The OEDA Area Agency on Aging supports the training of SCSEP participants through the public sector work sites, which provides an opportunity for them to learn skills that can be used in private business as well. This opportunity provided them will allow a stable outcome for the participants.

Support and coordination for the training for the SCSEP Plan may be provided through the assistance of the Area Agency on Aging. The target population for such training module will be for those most in need, in order to supplement the participants Social Security income or low-income status.

The AAA will provide assistance by allowing our Information & Assistance Specialist and/or other AAA Staff members to identify and make appropriate referrals for placement of eligible participants into this program.

Please feel free to contact the undersigned should additional assistance be required for the implementation of the SCSEP Plan.

Sincerely,


Leona M. Perry, Director
OEDA Area Agency on Aging