Oklahoma Health Care Workforce Training Commission Meeting

HWTC Conference Room  
119 N. Robinson Ave., Suite 520, Oklahoma City, OK

Thursday, March 23, 2023, 3:00 p.m.

Website: oklahoma.gov/hwtc.html

**AGENDA**

Presiding: Joe Leverett, M.D., Chair

1. Call the Meeting to Order – Dr. Leverett
2. Proof of Notice of Meeting, Roll Call, and Declaration of Quorum – Ms. Epps
3. Mission Statement – Dr. Leverett

The mission of the Oklahoma Health Care Workforce Training Commission is to increase access to health care workers in the rural and underserved areas of Oklahoma.

1. Possible Discussion, Revision, and Vote to Approve Minutes of the February 9, 2023, Meeting
2. Discussion and Possible Action Regarding the Commission Meeting Calendar - Ms. Thompson

* Possible Action to Reschedule the April 13, 2023, Meeting Date
* Possible Action to Establish a 2023 Commission Special Meeting Calendar

1. Discussion of Recent Staff Changes – Ms. Thompson
2. Discussion and Possible Action to Adopt the Permanent Rule Changes Pursuant to 75 O.S., § 303 of Article I of the Administrative Procedures Act – Ms. Thompson/Maria Maule

The Notice of Rulemaking Intent for the proposed rule changes was published in Volume 40, Number 11, of the *Oklahoma Register* on February 15, 2023. A public hearing was held on March 20, 2023, and all proposed rule changes were subject to a public comment period, in accordance with Oklahoma law.

* Chapter 1. Administrative Operations
  + 540:1-1-1. Purpose [AMENDED]
  + 540:1-1-2. Interpretation of rules [AMENDED]
  + 540:1-3-1. Membership [AMENDED]
  + 540:1-3-2. Officers; Executive Director; legal counsel [AMENDED]
  + 540:1-3-3. Powers, duties, and responsibilities of Commission [AMENDED]
  + 540:1-3-5. Principal office; office hours; availability of records [AMENDED]
  + 540:1-5-2. Procedures applicable to adoption, amendment, and repeal of rules [AMENDED]
* Chapter 10. Oklahoma Rural Medical Education Loan and Scholarship Fund
  + 540:10-1-1. Purpose [AMENDED]
  + 540:10-1-2. Statutory administration of fund [AMENDED]
  + 540:10-1-3. Terms and conditions of scholarships [AMENDED]
  + 540:10-1-5. Procedures for administering scholarships [AMENDED]
  + 540:10-1-6. Repayment of scholarship loans [AMENDED]
  + 540:10-1-8. Applicant contracts [AMENDED]
* Chapter 15. Internship and Residency Program
  + 540:15-1-1. Purpose [AMENDED]
  + 540:15-1-2. Statutory administration of program [AMENDED]
  + 540:15-1-3. Terms and conditions of assistance [AMENDED]
  + 540:15-1-4. Contractual arrangements [AMENDED]
* Chapter 25. Physician and Health Manpower Placement Services
  + 540:25-1-1. Purpose [AMENDED]
  + 540:25-1-2. Role of Commission [AMENDED]
  + 540:25-1-3. List of practice opportunities [AMENDED]
  + 540:25-1-4. List of physicians seeking practice opportunities [AMENDED]
  + 540:25-1-5. Assistance to physicians in evaluating communities [AMENDED]
  + 540:25-1-6. Assistance to communities and others seeking physicians [AMENDED]
* Chapter 30. Oklahoma Nursing Student Assistance Program
  + 540:30-1-1. Purpose [AMENDED]
  + 540:30-1-3. Power to grant scholarships [AMENDED]
  + 540:30-3-1. Role of Nursing Scholarship Advisory Committee [AMENDED]
  + 540:30-5-1. Matching Nursing Student Assistance Program [AMENDED]
  + 540:30-9-3. Approval [AMENDED]
  + 540:30-11-6. Suit for collection; attorney’s fees and collection costs [AMENDED]
* Chapter 35. Community Match Intern Resident Program
  + 540:35-1-2. Statutory administration [AMENDED]
  + 540:35-1-3. Power to grant loans [AMENDED]
  + 540:35-1-4. Terms and conditions of loans [AMENDED]
  + 540:35-1-5. Eligibility and amount [AMENDED]
  + 540:35-1-6. Procedures for administering loans [AMENDED]
  + 540:35-1-7. Repayment of loans [AMENDED]
  + 540:35-1-9. Applicant contracts [AMENDED]
* Chapter 40. Family/General Practice Resident Rural Scholarship Loan Program
  + 540:40-1-1. Purpose [AMENDED]
  + 540:40-1-2. Statutory administration [AMENDED]
  + 540:40-1-3. Terms and conditions of scholarship [AMENDED]
  + 540:40-1-4. Eligibility; amount; method of payment [AMENDED]
  + 540:40-1-5. Procedures for administering scholarships [AMENDED]
  + 540:40-1-6. Repayment of scholarship loans [AMENDED]
  + 540:40-1-7. Applicant contracts [AMENDED]
* Chapter 45. Physician Assistant Scholarship Program
  + 540:45-1-1. Purpose [AMENDED]
  + 540:45-1-2. Statutory administration [AMENDED]
  + 540:45-1-3. Terms and conditions of scholarship [AMENDED]
  + 540:45-1-5. Procedures for administering scholarships [AMENDED]
  + 540:45-1-6. Repayment of scholarship loan [AMENDED]
* Chapter 50. Oklahoma Medical Loan Repayment Program
  + 540:50-1-2. Statutory administration [AMENDED]
  + 540:50-1-3. Terms and conditions of loans [AMENDED]
  + 540:50-1-6. Procedures for administering loans [AMENDED]
* Chapter 55. Health Care Workforce Development Grant Program
  + 540:55-1-1. Purpose [NEW]
  + 540:55-1-2. Definitions [NEW]
  + 540:55-3-1. System for Award Management (“SAM”) [NEW]
  + 540:55-3-2. Capital expenditures [NEW]
  + 540:55-3-3. Competitive bidding [NEW]
  + 540:55-3-4. Reporting [NEW]
  + 540:55-3-5. Labor reporting for construction projects [NEW]
  + 540:55-3-6. Reimbursements [NEW]
  + 540:55-3-7. Audit requirements [NEW]
  + 540:55-3-8. Compliance with federal requirements [NEW]
  + 540:55-3-9. Grantee assurances [NEW]
  + 540:55-5-1. Program violations [NEW]
  + 540:55-5-2. Corrective and remedial actions [NEW]

1. Discussion and Possible Action Regarding ARPA Working Capital Advances Pending OMES Approval and Transfer of Funds:

* Oklahoma City Community College – Up to $425,000 Working Capital Advance Request
* Southeastern OSU – Up to $1,000,000 Working Capital Advance Request

1. Report and Discussion of Requests for Reimbursement under $50,000 Approved by the Executive Director Pursuant to OAC 540:55-3-6(3)(a) – Ms. Librandi

* Moore Norman Tech Center - $27,192.80 Reimbursement Request

1. Report and Discussion of Requests for Reimbursement of Construction Expenses of $50,000 or More Approved by the Executive Director – Ms. Librandi

On February 9, 2023, the Commission voted to increase the Executive Director’s authority to approve reimbursements up to $500,000, but only as it applies to: 1) construction-related expenses; 2) where the reimbursement request was received by HWTC on a date for which the Commission will not meet again for at least fourteen (14) calendar days; and 3) where the Commission is informed of any approvals over $50,000 that the Executive Director has made since the last Commission meeting.

Since the last meeting, the Executive Director approved the following reimbursement request for construction-related expenses:

* Indian Capital Tech Center - $128,020 Reimbursement Request

1. Discussion and Possible Action Regarding ARPA Grant Reimbursement of $50,000 or More to be Approved by the Commission Pursuant to OAC 540:55-3-6(3)(b) – Ms. Librandi

* Tulsa Community College - $1,157,650.86 Reimbursement Request

1. Public Comment

The Health Care Workforce Training Commission allows members of the public to comment on items of business before the Commission that have been properly noticed in the posted agenda. Each speaker is limited to three (3) minutes. Cumulatively, public comments shall not exceed thirty (30) minutes. Anyone wishing to speak may sign-up in advance of the meeting.

1. Discussion and Vote to Adjourn

NOTE: The Commission may, at its discretion, discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or choose not to take up any item on the agenda. Posted: At the Health Care Workforce Training Commission Office, 119 North Robinson, Suite 520, Oklahoma City on March 21, 2023.