

**Oklahoma Health Workforce Training Commission  
Commission Meeting  
November 16, 2023**

**MINUTES**

The Board of Oklahoma Health Care Workforce Training Commission met for a commission meeting at 3:00 p.m., on Thursday, November 16, 2023, at Oklahoma Health Care Workforce Training Commission, 119 N Robinson, Suite 520, Oklahoma City, Oklahoma. Notice of the meeting had been properly filed with the Secretary of State, and a copy of the notice and agenda was posted on Monday, November 12, 2023 9:00 a.m., in prominent public view at HWTC, and on the Commission website, <https://Oklahoma.gov/hwtc.html>, in compliance with the Open Meeting Act.

**Commission Members Present**

Jonathan Bushman, D.O., Chair  
Kevin Khoury  
Joe Leverett, M.D.  
Layne Subera, D.O.  
Douglas A. Williams, RN  
Kerri Bayer, RN  
Ryan Oden, D.O.

**HWTC Staff Present**

Janie Thompson, Executive Director  
Kami Fullingim, Deputy Director  
Sara Librandi  
Michael Godwin  
Casey Mayo

**Guests Present**

Maria Maule  
Charles Lindsey-Outlaw  
LeRoy Young  
Patrice Greenwalt  
Allison LeBoeuf

1. Dr. Bushman opened the meeting at 3:10 p.m., by welcoming everyone to the Oklahoma Health Care Workforce Training Commission.
2. Ms. Mayo gave proof of meeting notice, took roll call, and declared a quorum.
3. **Mission Statement – Dr. Bushman**  
  
Dr. Bushman read the Mission Statement of Oklahoma Health Care Training Commission.
4. Dr. Bushman asked everyone to go around the room and introduce themselves.

**5. Possible Discussion, Revision, and Vote to Approve Minutes of the October 12, 2023, Commission Meeting – Dr. Bushman**

Ms. Bayer made the motion to approve the October 12, 2023, Commission Meeting Minutes as presented. Dr. Oden seconded the motion. Voting in favor were: Ms. Bayer, Dr. Oden, Dr. Bushman, Mr. Khoury, Dr. Subera and Mr. Williams. None were opposed.

**6. Director's Report – Ms. Thompson**

- OSU/CHS Reimagining Residency – Third and Fourth Year Medical Students

Ms. Thompson and Ms. Fullingim traveled to Oklahoma State University's Center for Health Sciences and attended the Reimagining Residency event for third and fourth year medical students. This was a very beneficial event that allowed numerous talks about the benefits of rural health, and the residency and rural programs that are provided by HWTC.

- Primary Care Interim Study Led by Rep. McEntire

The Academy of Family Medicine asked for the Primary Care Interim study. The purpose was to talk about primary care, the importance that it carries and to make sure that primary care is not overlooked. Primary Care patient load numbers are linked to the health outcomes within a community and a state.

OSU-Tulsa has raised their salaries to stay competitive. Ms. Thompson is asking for additional funds to keep the HWTC base amount level with rising costs. OU-Oklahoma City and OU-Tulsa are both increasing their salaries and adding positions. These new positions will have no CMS funding. HWTC has requested more funding so that reimbursement can continue at 100% for salaries and benefits for the residents.

Dr. Rachel Franklin with OU Family Medicine introduced HWTC into the meeting and spoke very highly about the agency and everything HWTC does for the people of Oklahoma.

Loan repayment was discussed. Ms. Thompson and Ms. Fullingim are currently putting together a proposal for the TSET board to request an increase in the number of physicians TSET sponsors. The short-term goal

is to always have a revolving 60-65 physicians on the program, with the long-term goal of expanding the number of physicians to help more people in rural Oklahoma. Rep. McEntire has offered help where needed.

- Attendance Report from Rural Health Conference
  - National Rural Health Day
  - Dr. Woody Jenkins, Lifetime Achievement Award-HWTC Nominee

November 16 marked the National Rural Health Day.

Dr. Woody Jenkins was nominated by HWTC and was awarded the Lifetime Achievement Award at the Conference Awards Ceremony. The press release for the award was included in the distributed Commission meeting packet. Dr. Jenkins is a long-time family medicine physician and rural medicine advocate in Stillwater, OK.

**7. Report and Discussion Regarding ARPA Grant Reimbursement under \$50,000 Approved by the Executive Director Pursuant to OAC 540:55-3-6(c)(1) – Ms. Librandi**

- Indian Capital Technology Center - \$30,478.10

Ms. Librandi advised Indian Capital Technology Center is wrapping up construction costs that are still trickling in and are waiting for furniture and equipment. Indian Capital Technology Center is looking forward to welcoming students in the spring.

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

- Metro Tech - \$247,777.75

Metro Tech has finished construction on the floors and the walls. Painting has also been completed. Metro Tech has purchased the furniture and Ms. Librandi has plans on making another site visit to see the furniture settled.

**9. 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(c)(2) – Ms. Librandi**

- Northern Oklahoma College - \$54,660.87, - revised to \$53,966.35.

Ms. Librandi explained a last-minute change to the amount for reimbursement from the original \$54,660.87 to the revised amount of \$53,966.35.

Northern Oklahoma College contracted a Kansas company for work. The Kansas based company requested per diem in the hotel and invoiced for a higher amount than the receipts justified. Ms. Librandi alerted Higher Education about the mistake. Other costs for this reimbursement included teaching supplies and simulators.

- State Board of Career Tech - \$70,233.00

State Board of Career Tech is the umbrella over ten (10) tech centers they request reimbursement for. The requested reimbursement amount was for a birthing bed and simulation mannequins.

- Oklahoma City Community College - \$140,369.50

Oklahoma City Community College requested reimbursement for salaries and fringe benefits for staff, a charge cart, and mannequins. They also plan to hire more personnel in the future.

- Northwestern Oklahoma State University - \$159,546.97

Northwestern Oklahoma State University requested reimbursement for supplies, misc. equipment, twenty-five (25) computers, and the accessories needed for the computers.

- Tulsa Community College - \$85,110.83

Tulsa Community College requested reimbursement for staff payroll. They have given out their first scholarships for their RN program. They are planning on offering scholarships again in the fall.

There were a lot of questions from OMES on Tulsa Community College's requested reimbursement from the previous month. Ms. Librandi inquired further into some purchases. Face masks were purchased as a cost-effective way to keep the mannequins clean and in working order. Balloons have a medical purpose that was explained to Ms. Librandi. Ms. Librandi advised Tulsa Community College to add brief descriptions to items purchased to prevent delays in the future.

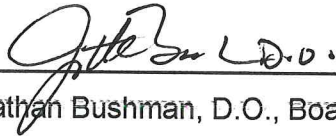
- Southeastern OSU - \$55,880.00

Southeastern OSU submitted their first request for reimbursement. The requested reimbursement was the start of a very large construction project for their nursing program. This construction will be the renovation of their Biological Science building. This will include upgraded labs, HVAC necessities, the installation of an elevator, ten (10) classrooms and eight (8) labs.

Dr. Oden made the motion to approve the adjusted reimbursement request to Northern Oklahoma College for \$53,966.35, and to approve State Board of Career Tech for \$70,233.00, Oklahoma City Community College for \$140,369.50, Northwestern Oklahoma State University for \$159,546.97, Tulsa Community College for \$85,110.83 and Southeastern for \$55,800.00 as presented. Ms. Bayer seconded the motion. Voting in favor were: Mr. Williams, Ms. Bayer, Dr. Bushman, Mr. Khoury, Dr. Oden, and Dr. Subera. None were opposed.

#### **10. Discussion and Vote to Adjourn – 3:47 pm**

Mr. Williams made the motion to adjourn the meeting. Mr. Khoury seconded the motion. Voting in favor were: Mr. Williams, Mr. Khoury, Dr. Bushman, Ms. Bayer, Dr. Oden, and Dr. Subera. None were opposed.



Jonathan Bushman, D.O., Board Chair 12/14/2023