

**Oklahoma Health Care Workforce Training Commission  
Commission Meeting  
June 22, 2023**

**MINUTES**

The Board of Oklahoma Health Care Workforce Training Commission met for a commission meeting at 3:00 p.m., on Thursday, June 22, 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 Wednesday, June 19, 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**

Joe Leverett, M.D., Chair  
Kevin Khoury  
Jonathan Bushman, D.O.  
Layne Subera, D.O.  
Douglas Williams, RN  
Kerri Bayer, RN – arrived at 3:07 p.m.

**HWTC Staff Present**

Janie Thompson, Executive Director  
Kami Fullingim, Deputy Director  
Sara Librandi  
Michael Godwin  
Stephanie Papp

**Guests Present**

Charles Lindsey-Outlaw

1. Dr. Leverett opened the meeting at 3:00 pm. by welcoming everyone to the Oklahoma Health Care Workforce Training Commission.
2. Ms. Fullingim gave proof of meeting notice, took roll call, and declared a quorum.
3. **Mission Statement – Dr. Leverett**  
  
Dr. Leverett read the Mission Statement of Oklahoma Health Care Training Commission.
4. Dr. Leverett asked everyone to go around the room and introduce themselves.
5. **Possible Discussion, Revision, and Vote to Approve Minutes of the May 25, 2023, Commission Meeting**

Mr. Williams made the motion to approve the May 25, 2023, minutes as presented. Mr. Khoury seconded the motion. Voting in favor were: Dr. Bushman, Mr. Khoury, Dr. Leverett, Dr. Subera and Mr. Williams. None were opposed.
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**6. Possible Discussion, Revision and Action on FY24 Agency Budget – Ms. Thompson**

Ms. Thompson presented the budget and how carryover would be dispersed. There was discussion on the spending of carryover and how it is decided on where it is spent. The Commission needs the

recommendation made, voted on, and placed in writing to know how to disperse those funds going forward. Dr. Bushman expressed concern for making sure we are supporting the residencies according to the Commission's mission. Dr. Leverett proposed that the next budget be proposed as two – the Agency budget and the ARPA funds budget.

Dr. Bushman made the motion to approve the FY24 Agency Budget as presented. Mr. Williams seconded the motion. Voting in favor were: Mr. Khoury, Dr. Subera, Dr. Leverett, Dr. Bushman, Ms. Bayer, and Mr. Williams. None were opposed.

**7. 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**

- Metro Tech – \$6,913

**8. 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)(a) – Ms. Librandi**

- Oklahoma City Community College - \$71,434.86
- Indian Capital Technology Center - \$110,596.83
- State Board of Career Tech - \$460,685.79
- Care Providers - \$12,790.93


Dr. Subera made the motion to approve the grant reimbursement to Oklahoma City Community College for \$71,434.86, Indian Capital Tech Center for \$110,596.83, and State Board of Career Tech for \$460,685.79, Care providers for \$12,790.93 as presented. Mr. Khoury seconded the motion. Voting in favor were: Mr. Khoury, Dr. Subera, Dr. Leverett, Dr. Bushman, Ms. Bayer, and Mr. Williams. None were opposed.

**9. Public Comment**

No Public Comments

**10. Discussion and Vote to Adjourn**

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

  
Jonathan Bushman, D.O., Board Chair 7/12/2023