

**OKLAHOMA INDIGENT DEFENSE SYSTEM
Regular Board Meeting**

AGENDA

Date: Friday, March 28, 2025

Time: 10:00 a.m.

*Location: Oklahoma Indigent Defense System
111 N Peters Ave., Suite 101
Norman, OK 73069*

NOTE: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item on the agenda.

NOTICE OF BOARD MEETING.

CALL TO ORDER.

1. Review of Minutes for Regular Board Meeting Held January 17, 2025.

- 1. Discussion*
- 2. Board Action*

2. Consideration of Offers to Contract for Non-Capital Trial Indigent Defense in Fiscal Year 2026 for the following counties:

Caddo	Craig	Lincoln	Nowata	Osage
Ottawa	Pawnee	Payne	Pottawatomie	Rogers

- 1. Presented by Kevin Finlay, Non-Capital Trial Division Chief*
- 2. Discussion*
- 3. Board Action*

25 O.S. § 307 (C) (11). Executive Sessions. The Oklahoma Indigent Defense System Board for purposes of discussing negotiating strategies in connection with making possible counteroffers to offers to contract to provide legal representation to indigent criminal defendants and indigent juveniles in cases for which the System must provide representation pursuant to the provisions of the Indigent Defense System Act, § 1355 et. seq. of Title 22 of the Oklahoma Statutes.

3. Executive Director's Report.

- 1. Presented by Jamie D. Pybas, Interim Executive Director*
- 2. Informational Only – No Board Action Required*

4. Consideration and Approval of Establishing a Satellite Office(s) if Necessary to Represent Agency Clients Pursuant to 22 O.S. § 1355.9.

1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
2. *Discussion*
3. *Board Action*

5. Consideration of Procedure and Authorization Regarding Offers to Contract for Fiscal Year 2026 Non-Capital Indigent Defense and Establishment of Deadlines and Schedule.

- A. Establishment of Deadlines and Schedule.
- B. Review of Announcement to be Placed in the Oklahoma Bar Journal.
- C. Review of Packet to be Sent to Prospective Contractors who Respond to Announcement.

1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
2. *Discussion*
3. *Board Action*

6. Request by Non-Capital Trial Contractors to Approve the Removal or Addition of Participating Attorneys to Contracts.

- A. Request of Cindy M. Dawson, Esq. to remove Ryan Ferguson, Esq. from the FY-2025 and FY-2026 McIntosh County NCT Services Contract, and add Ms. Megan E. Wagner, Esq. to the FY-2025 and FY-2026 McIntosh County NCT Services Contract as a Participating Attorney.
- B. Request of Allen Malone, Esq. to remove Scott Doering, Esq. and Travis Crocker, Esq. from the FY-2025 and FY-2026 McCurtain, Choctaw, Pushmataha County NCT Services Contract, and add Ms. Jana Wallace, Esq. to the FY-2025 and FY-2026 McCurtain, Choctaw, Pushmataha County NCT Services Contract as a Participating Attorney.
- C. Request of Shelley Levisay, Esq. to add Mr. Carlos Henry, Esq. to the FY-2025 and FY-2026 Pottawatomie & Lincoln County NCT Services Contract as a Participating Attorney.
- D. Request of Valerie Blackstock, Esq. to add Mr. Charles Blackstock, Esq. to the FY-2025 and FY-2026 Pawnee County NCT Services Contract as a Participating Attorney.
- E. Request of Paul Northcut, Esq., to remove Mathew Patterson, Esq., Tony Edwards, Esq., and Allison Furlong as participating attorneys from the FY-2025 and FY-2026 Pittsburg & Latimer County NCT Services Contract, and add Mr. Joshua L. Reid, Esq. to the FY-2025 and FY-2026 Pittsburg & Latimer County NCT Services Contract as a Participating Attorney.

1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
2. *Discussion*
3. *Board Action*

7. Requests by Non-Capital Trial Contractors to Approve Extraordinary Fees.

- A. Request of Richard Mitchell, Esq., for Extraordinary Fees in the amount of \$1,325.00 in the case of *State of Oklahoma vs. Randy McDonald*, Osage County Case Nos. CF-2022-365E.
- B. Request of Ronald Jones II, Esq., for Extraordinary Fees in the amount of \$1,434.00 in the case of *State of Oklahoma vs. Jason Johnson*, Washington County Case Nos. CF-2022-76 and CF-2022-192.
- C. Request of James W. Berry, Esq., for Extraordinary Fees in the amount of \$2,740.00 in the case of *State of Oklahoma vs. Trandi Messer*, Custer County Case No. CM-2022-162.

- 1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
- 2. *Discussion*
- 3. *Board Action*

8. Consideration to Create Additional Management Position in the Non-Capital Trial Division.

- 1. *Presented by Kevin Finlay, Non-Capital Trial Division Chief*
- 2. *Informational Only – No Board Action Required*

9. Consideration and Approval of Agency Storage Management Software.

- 1. *Presented by Steven Feldman, Chief Information Officer*
- 2. *Discussion*
- 3. *Board Action*

10. Consideration and Approval of Amendments to the Oklahoma Indigent Defense System Pay Scale.

- 1. *Presented by Whitney Fleming, Human Resources Manager*
- 2. *Discussion*
- 3. *Board Action*

11. Financial Reports – Paid Claims Report for January and February 2025.

- 1. *Presented by Brandy Bahm, Chief Financial Officer*
- 2. *Discussion*
- 3. *Board Action*

12. Election of Oklahoma Indigent Defense System Board Vice-Chair.

- 1. *Presented by Jake Jones, Chair*
- 2. *Discussion*
- 3. *Board Action*

13. Agency Division Reports for January and February 2025. (Informational Only)

- A. Capital Trial Division (Tulsa) Report(s)
- B. Capital Trial Division (Norman) Report(s)
- C. Appellate East Division Report(s)
- D. Appellate West Division Report(s)
- E. Non-Capital Trial Division Report(s)

14. Review of Applications for Executive Director Position.

- 1. *Presented by Jake Jones, Chair*
- 2. *Discussion*
- 3. *Board Action*

25 O.S. § 307 (B)(1). Executive Sessions. Discussing the employment hiring, appointment, promotion, demotion, or resignation of any individual salaried public officer or employee.

15. New Business: Any Matter Not Known about or Which Could Not Have Been Reasonably Foreseen Prior to the Time of Posting (25 O.S. § 311 (9)).

ADJOURN

NOTICE OF POSTING

Date/Time: Thursday, March 27, 2025 @ 9:40 a.m.

Location: Oklahoma Indigent Defense System
111 North Peters Ave., Suite 101
Norman, Oklahoma 73069

By: Jalaina Arvin
Jalaina Arvin, Board Secretary