

**MINUTES OF SPECIAL MEETING
COMMISSION ON CONSUMER CREDIT
March 10, 2021**

The Special meeting of the Commission on Consumer Credit was held at 10:00 a.m. on March 10, 2021. The Special Meeting was held at the Oklahoma Banking Department located at 2900 N. Lincoln Blvd., Oklahoma City, OK 73105. The agenda was posted at the office of the Department of Consumer Credit, outside the main public entrance of the 3 Corporate Plaza office building and on the Department of Consumer Credit Internet website at www.ok.gov/okdocc, on March 8, 2021.

I. Call to order.

Chairman Bob Moses called the meeting to order at 10:00 a.m.

II. Roll call.

PRESENT: Chairman Bob Moses, Vice-Chairman Joe Wilbanks, Mick Thompson, Rick Harper, Alfredo Madrid, Blake Hollingsworth, Jerry Douglas and Chris Johnson.

ABSENT: Shawn Karnes and Armando Rosell

Chairman Moses announced that a quorum was present.

STAFF PRESENT:

Scott Leshner and Roberta Hale

STAFF PRESENT BY VIDEO CONFERENCE: Ruben Tornini, Steven Coates, and John Coyne

GUESTS PRESENT BY TELEPHONE:

Steve Funck, Office of Management and Enterprise Services (OMES)

GUESTS PRESENT:

Barry Anderson

III. Discussion and possible action regarding the minutes of the Regular Meeting held June 10, 2020.

Commissioner Thompson made a motion to approve the minutes of the regular meeting held June 10, 2020. Commissioner Wilbanks seconded the motion. The motion was unanimously approved.

IV. Presentation of monthly budget and financial reports by OMES personnel.

Steve Funck, Deputy State Comptroller, Director of Agency Business Services, Office of Management and Enterprise Services, presented the February 2021 monthly budget and financial report.

V. Administrator's Monthly Reports:

Administrator Leshar presented the Licensing report, Complaint report, Examination report, and Legal report.

VI. Discussion and possible action regarding the relocation of the Department of Consumer Credit (DOCC) office and approval to execute a new lease agreement.

Commissioner Thompson presented the information on the new office space and the proposed lease agreement for the building located at 629 NE 28th St., Oklahoma City, Oklahoma 73105. He presented the history of the building and mentioned that the Banking Department is paying for the building. He also mentioned that the new rent arrangement would reduce the overall rental costs for DOCC.

The proposal would result in a lease agreement with the Office of Management and Enterprise Services (OMES). The Department will be charged \$14.65/sf for a total of 3,878 sq ft. The monthly rent will be \$4,734.39.

Commissioner Harper made a motion to approve the proposed lease agreement with OMES for FY21 and FY22 at the monthly rate as presented by Commissioner Thompson. Commissioner Johnson seconded the motion.

The motion was unanimously approved.

VII. Discussion and possible action regarding a FY21 budget revision to the Department 88 division.

Ms. Hale presented the report on the budget revision request. The proposed request is an increase to the Dept 88 budget to \$325,000, for a total increase of \$108,800. The presented reasons were to pay some invoices associated the agency move and additional Information Services Division (ISD) expenses. The next agenda item has specifics on a pending invoice with Convergent Technologies.

Commissioner Harper made a motion to approve the proposed budget increase of \$108,800 to the Department 88 budget for FY21. Commissioner Douglas seconded the motion.

The motion was unanimously approved.

VIII. Discussion and possible action of the approval of the Convergent Technologies proposal quote to provide installation and programming of the access control, security, intercom and closed-circuit television (CCTV) video surveillance at the Department's new office location.

Administrator Lesher reported on the Convergent quote for \$34,580.62. He mentioned the invoice was one of the reasons that the Dept 88 division budget needed to be increased for the FY21 budget. This vendor will provide the security video surveillance and access entry to the new building.

Commissioner Douglas made a motion to approve the Convergent quote in the amount of \$34,580.62. Commissioner Hollingsworth seconded the motion.

The motion was unanimously approved.

IX. Consideration and possible action of a market adjustment to salary for Administrator, Scott Lesher.

Administrator Lesher excused himself from the meeting for the consideration of this topic.

Commissioner Thompson informed the Commission that the Department's staff absent the Administrator had recently been given a 4.4% market adjustment. He mentioned that Administrator Lesher had done a great job of overseeing the operations at DOCC during the COVID-19 pandemic. Based on those reasons, Commission Thompson proposed a 4.4% market adjustment to the Administrator's salary.

Commissioner Harper made a motion to implement a market adjustment in the amount of 4.4% to the Administrator's salary. Commissioner Madrid seconded the motion.

The motion was unanimously approved.

Adjournment.

Without objection, Chairman Moses adjourned the meeting at 10:36 a.m.





Bob Moses
Chairman



Roberta Hale
Commission Secretary