

**Efficiency in Licensing Task Force
Office of Management and Enterprise Services
Special Meeting Minutes
Senate Conference Room 4s.9
2300 N. Lincoln Blvd., Oklahoma City, OK 73105
Tuesday, December 17, 2024, 10:30 AM**

UNOFFICIAL

A meeting notice was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

MEMBERS PRESENT:

Susan Winchester, Chairwoman, Secretary of Licensing and Regulations
Amy Miller, Interim State Chief Information Officer Aleta Seaman designee
Will Milam, Secretary of State Josh Cockroft designee
Leslie Osborn, Commissioner of Labor
Jay Doyle, Chief Executive Officer of Service Oklahoma
Jerry Moore, State Chief Transformation Officer
Senator Julie Daniels, District 29, Senate President Pro Tempore designee
Senator Ally Siefried, District 2, Senate President Pro Tempore, designee
Representative Gerrid Kendrix, District 52, Speaker of the House, designee

MEMBERS ABSENT:

Rick Rose, Director of Office of Management Enterprise Services (OMES)

GUESTS:

Beverly Hicks, OMES	Diana Duran, LegisOK
Mathew LaFon, DGC, OMES	Alex Fairbanks, Deloitte
Joe Lucas, TRAO	Pat Kohler, Deloitte
Danielle Burk, OMES	
Steven Birkes, OMES	
Beth Vincent, OSBOE	

1. Call to order:

Secretary Winchester called the special meeting to order at 10:35 a.m. She confirmed that a meeting notice had been filed with the Secretary of State and that the agenda had been posted in accordance with the Open Meeting Act.

2. Roll Call and announcement of a quorum:

A roll call was taken, and a quorum of the task force members was established.

3. Discussion and possible action on approval of special meeting minutes from Nov. 25, 2024:

Rep. Gerrid Kendrix moved to accept the meeting minutes of November. Sen. Julie Daniels seconded the motion. The following votes were recorded, and the motion passed:

Will. Milam, aye; Comm. Osborn, aye; Amy Miller, aye; CEO Doyle, aye; CTO Moore, aye;
Sen. Daniels, aye; Rep. Kendrix, aye; Rep. Osburn, aye; Sec. Winchester, aye.

4. Welcome and Introductions:

Chairwoman Winchester welcomed task force members and guests to the meeting. She thanked the members for their work on the report and especially wanted to thank Labor Commissioner Leslie Osborn, Representative Mike Osburn, Service Oklahoma Chief Executive Officer Jay Doyle, and the Office of Management and Enterprise Services Chief Transformation Officer Jerry Moore for their instrumental contributions.

5. Discussion and possible action to approve the proposed final report of the Efficiency in Licensing Task Force:

Chairwoman Winchester referenced the subcommittee notes from October 22, 2024, “(1) provide for streamlining the process of starting a business, through the creation of a website or other accessible means in order to make it easier for citizens to start a business in the state.”

Secretary Winchester mentioned a suggestion discussed previously about the Department of Commerce possibly handling it but did not specify who would take action. She asked the members if they wanted to add this as a formal suggestion, keep it open-ended, or propose creating a website.

Mr. Moore commented a couple of weeks ago that the Department of Commerce launched a website specifically designed to streamline the application process by consolidating all permits in one place. Suggesting that this resource may already be in place.

Senator Daniels commented that the Secretary of State’s Office, where all business-related documents are located, and the Commerce website are two places where individuals could go to access it or at least be informed about it.

Commissioner Leslie Osborn mentioned that she met with the State Fire Marshal two weeks ago. They observed that many individuals attempting to start a business or purchase a commercial building in rural areas face challenges, such as Laverne, Oklahoma, often lacking a central point of contact, leading to confusion as people invest significant resources but may not follow consistent guidelines.

Ms. Osborn noted that the Labor Commission is working with Mike Fina, Executive Director of the Oklahoma Municipal League and the Municipal Association, to explore potential resources and packages. This effort aims to simplify the process for individuals in rural areas, ensuring that they check for the necessary permits before beginning renovations. She highlighted that state agencies and associations can work together to disseminate information effectively, as associations may have more efficient methods of outreach than state agencies. This is another area of focus for their ongoing efforts.

Mr. Doyle proposed a recommendation recognizing the need for a centralized resource to provide businesses with all necessary licensing information for starting operations, it is recommended to build upon the efforts already initiated by the Department of Commerce. Additionally, it is important to acknowledge that other agencies/entities may have similar initiatives in progress, and these efforts should be coordinated to ensure alignment and efficiency. Specifically, the Department is encouraged to collaborate with stakeholders across government agencies and the community to develop a comprehensive, user-friendly resource. Making this centralized resource

accessible through multiple platforms and locations is also recommended to maximize its usability and reach.

- 1) Sen. Julie Daniels moved to approve the recommendation made by member Jay Doyle to be added to the final report. Rep. Mike Osburn seconded the motion. The following votes were recorded, and the motion passed:

Will Milam, aye; Leslie Osborn, aye; Amy Miller, aye; Jay Doyle, aye; Jerry Moore, aye; Sen. Siefried, aye; Sen. Daniels, aye; Rep. Kendrix, aye; Rep. Osburn, aye; Sec. Winchester, aye.

- 2) Rep. Gerrid Kendrix moved to require legislative approval for major rule changes that have an impact above a certain financial level added to the final report. Sen. Julie Daniels seconded the motion. The following votes were recorded, and the motion passed:

Will Milam, aye; Leslie Osborn, aye; Amy Miller, aye; Jay Doyle, aye; Jerry Moore, aye; Sen. Siefried, aye; Sen. Daniels, aye; Rep. Kendrix, aye; Rep. Osburn, aye; Sec. Winchester, aye.

Chairwoman Winchester deferred to task force counselor Matthew Lafon, who suggested corrections and grammatical changes made to the report. The deputy general counsel of OMES shared his comments and suggested revisions to the draft to be incorporated into the final report.

- 3) Rep. Mike Osburn moved to approve the final report with the corrections made by Counselor LaFon. Rep. Gerrid Kendrix seconded the motion. The following votes were recorded, and the motion passed:

Will Milam, aye; Leslie Osborn, aye; Amy Miller, aye; Jay Doyle, aye; Jerry Moore, aye; Sen. Siefried, aye; Sen. Daniels, aye; Rep. Kendrix, aye; Rep. Osburn, aye; Sec. Winchester, aye.

Sen. Siefried entered the meeting at 10:39 a.m.

6. Discussion and possible action on authorizing the inclusion of the unapproved minutes of this meeting into the final report:

Comm. Leslie Osborn moved to approve the unapproved December 17, 2024, meeting minutes into the final report. Rep. Mike Osburn seconded the motion. The following votes were recorded, and the motion passed:

Will. Milam, aye; Comm. Osborn, aye; Amy Miller, aye; CEO Doyle, aye; CTO Moore, aye; Sen. Siefried, aye; Sen. Daniels, aye; Rep. Kendrix, aye; Rep. Osburn, aye; Sec. Winchester, aye.

7. Final thoughts and closing remarks:

Chairwoman Winchester conveyed her gratitude to task force members for their hard work. She made known the final additions that will be incorporated into the report: a cover letter and index.

Ms. Winchester asked the members if they had any final thoughts or suggestions. She expressed her appreciation for the legislative branch on the Task Force, as this will be placed on their shoulders.

Senator Daniels commented that she is very motivated by these changes. She had no idea that so much work had been done prior to this. While she was aware of Commissioner Osborn's Occupational Licensing Commission and the work they had done, she noted that where there had been gaps in knowledge, the legislature followed through with that. People have recognized the need to address these issues for a long time. She looks forward to the next couple of legislative sessions and hopes to take what this task force has done, along with previous efforts, and get it past the finish line for the benefit of all. She thanks the members for their expertise and Secretary Winchester for leading the effort.

Chairwoman Winchester shared a quote she found from 1928 by the head of the budget department for Oklahoma, who was very concerned about the licensing process. An extreme number of boards and commissions had already been created, and at that time, there were thirty-eight. There have been a lot of references since that time over where we are, and she hopes they will begin to address some of those concerns moving forward.

Representative Kendrix expressed appreciation for the task force's efforts and highlighted the importance of creating a centralized process to help constituents navigate issues, as many feel lost on where to start. He identified the administrative rules process as a major obstacle in licensing and emphasized the need for reforms. He invited collaboration with Senator Bergstrom on addressing these issues in the upcoming legislative session, expressing optimism about making significant changes. He concluded by thanking everyone for their time and contributions.

8. Adjournment:

There being no further business, Rep. Kendrix made the motion to adjourn. Rep. Osburn seconded the motion. Seeing no opposition, the meeting adjourned at 10:50 a.m.