



**State Governmental Technology Applications Review Board**  
**Office of Management and Enterprise Services**  
**Special Meeting Minutes**  
**OMES IS Data Center, Conference Room 2024**  
**3115 N. Lincoln Blvd., Oklahoma City, OK 73105**  
**Wednesday, Aug. 10, 2022, 2:00 p.m.**

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

**MEMBERS PRESENT:** Kathy Aebischer  
Dedra Blackwell  
Tom Robins  
Cathy Menefee  
Eric Cannaday  
Dr. Sujeet Sheno (Appeared Remotely)

**MEMBERS ABSENT:** Matthew Phillips  
Ashley Plyushko

**GUESTS:** Jason Lawson, OMES IS, Deputy General Counsel  
Joshua Huckleberry, OMES  
Beverly Hicks, OMES  
Trace Jones, OMES  
Susie Cain, State Fire Marshall  
Joe McIntosh, OMES

**I. Call to order and establish a quorum:**

Chairman Tom Robins called the meeting to order at 2:01 p.m. A roll call was taken, and a quorum was established. Mr. Robins was advised that a meeting notice was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

**II. Welcome/introductions:**

Mr. Robins welcomed the board members and allowed the guests to introduce themselves.

**III. Discussion and possible action to approve the July 13, 2022, special meeting minutes:**

Cathy Menefee moved to approve the meeting minutes of July. Dedra Blackwell seconded the motion. The following votes were recorded, and the motion passed:

Ms. Aebischer, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Robins, yes; Ms. Shenoi, abstained.

**IV. Review, discussion, and possible action on convenience fees and other fee proposals:**

**i. The Oklahoma State Fire Marshall (OKSFM) – OMES Bill Pay/Auth.Net, Online licensing services, and application fees**

Eric Cannaday moved to approve the application with the annotated amendment to update the sample transaction to reflect the correct total user cost for the fee on the recommended online fee. Dedra Blackwell seconded the motion. The following votes were recorded, and the motion passed:

Ms. Aebischer, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Robins, yes.

*Due to technical difficulties, Mr. Shenoi could no longer count as an active meeting member.*

**V. Discussion and possible action to approve FY 23 Second renewal and amendment to the State of Oklahoma Contract with NIC/Oklahoma Interactive for rates approval.**

Kathy Aebischer moved to the table agenda item indefinitely until it is resubmitted. Eric Cannaday seconded the motion. The following votes were recorded, and the motion passed:

Ms. Aebischer, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Robins, yes.

**VI. CIO's Comments: None.**

**VII. Chair updates and discussion:**

**Discussion on functioning in an advisory capacity to the Chief Information Officer; and providing ongoing oversight of the implementation of the IT Plan of Action developed by the Chief Information Officer pursuant to Section 34.11.1; HB 1170, Sub-Section D.**

Mr. Robins spoke to the board members, discussing potential ways to allow customers to talk about issues regarding transaction fees without needing to consult with the board, as well as opening the discussion to see if any other areas need to be considered and improved upon.

**VIII. Adjournment:**

There being no further business, Eric Cannaday made the motion to adjourn. Dedra Blackwell seconded the motion. Seeing no opposition, the meeting adjourned at 2:35 p.m.