

LONG-RANGE CAPITAL PLANNING COMMISSION  
REGULAR MEETING MINUTES  
June 27, 2024, 1 p.m.  
Oklahoma State Capitol Building  
Senate Conference Room 4S.9  
2300 N. Lincoln Blvd., Oklahoma City, OK 73105

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

**MEMBERS PRESENT:**

Josh Cruzan, CEO of Rimrock Energy Partners, LLC, Governor Appointee  
Becky Gooch, Director of Policy and Lead Staff Director of Senate, Pro Tempore Appointee  
Gary Hamer, Senior Community and Strategic Initiatives Manager Partner Tulsa, Pro Tempore Appointee  
Travis Mason, Director of Commercial Oklahoma, Governor Appointee  
Bailey Cook, Wm. Bailey Cook III, P.C., Speaker Appointee  
Jeff Wills, Governor Appointee

**MEMBERS ABSENT:**

Brandon Ersteniuk, CEO of Ersteniuk Insurance Agency, Senate Appointee

**GUESTS:**

Brandy Manek, Office of Management and Enterprise Services (OMES)	Paul Haley, OMES
Kyle Bagnat, OMES	Anthony Sammons, Senate
John Gilbert, OMES	Steven Birkes, OMES
Beverly Hicks, OMES	Jarica Walsh, OK Arts Council
Kimberlee Williams, OMES Legal	Lindsey Kanaly, Dept. of Human Services
Nathan Wald, OMES	Danielle Burkee, DHS, CFO

**1. Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.** [Travis Mason, Chair]

Commissioner Mason confirmed that this meeting complied with the Open Meeting Act.

**2. Call to order and confirmation of quorum.** [Chair]

Commissioner Mason called the meeting to order at 1:03 p.m. A roll call was taken, and a quorum was established. A meeting notice was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

**3. Welcome/Introductions.** [Chair]

Chairman Mason welcomed members and guests to the meeting.

**4. Approval of minutes from the April 25, 2024, commission meeting:** [Chair]

Jeff Wills moved to approve the meeting minutes of April. Becky Gooch seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Ms. Gooch, aye; Mr. Hamer, aye; Mr. Mason, aye; Mr. Wills, aye.

**6. Financial and Project Updates.** [Brandy Manek]

Ms. Manek provided an update on the summary of receipts and disbursements for projects as of June 26, 2024. The cash balance of June 26<sup>th</sup> was reported as \$10,760,991.08. Of that, \$2,516,133.94 (20%) was set aside for projects currently in flight, \$1,170,511.92 for potential remaining payments on expired projects, and \$6,323,735.00 set aside for OKDHS Service First Project for the sale of their buildings. The amount available for FY2024 projects on the prioritized list is \$750,610.22, which could be used for anything on the prioritized list.

Ms. Manek informed members that she and her team will check in with agencies on projects not currently included in the quarterly report since the fiscal year is ending. They will assess the status of the potential available funding, around \$1.1 million, for expired projects and consider possible adjustments. She will report back with their findings in September.

Ms. Manek reported that she and her team are in the process of gathering all the capital requests for FY26 and will report on the prioritized list at the next meeting in September. She also mentioned what to expect at the remaining meetings this year. The first draft of the report will be reviewed at the October meeting, and the final draft will be reviewed in November with a decision on its release to the Governor, Senate President Pro Tempore, and the Speaker of the House of Representatives.

*Commissioner Cook entered the meeting at 1:05 p.m.*

Update only. No action was taken.

**7. Legislative Update.** [Brandy Manek]

Ms. Manek informed the commission members that this year, the legislature created the Oklahoma Capital Assets Maintenance and Protection Fund (OCAMP) under the purview of a board created to oversee that funding. The board will not make allocation decisions until FY26 and will have \$75 million yearly from FY 26 to FY 28. The Legislature set up a framework for how the board would allocate those dollars for those years; 45% of the funding will go to Oklahoma State Regents for Higher Education (OSRHE) with specifics within that structure, 45% will go to all other state-owned properties and 10% will go to Oklahoma Tourism & Recreation Department (OTRD).

For FY25, the Legislature put \$350 million in this fund and deducted \$125 million, of which \$56.25 million went to the Office of Management and Enterprise Services (OMES), \$56.25 million went to OSRHE, and \$12.5 million went to OTRD.

Ms. Manek informed members that they should start seeing a reduced list. The OCAMP fund will be coordinated with the Oklahoma Capitol Improvement Authority (OCIA), a separate agency from OMES that manages the Maintenance of State Building Revolving Fund. OCIA and OMES will be this board's collaborating staffing agencies.

Update only. No action was taken.

**8. Service First Update – OKDHS.** [Brandy Manek]

Ms. Manek introduced Lyndsey Kanaly, a deputy director from the Department of Human Services who oversees internal business operations. She gave an overview of the Real Estate Modernization plan in August 2021, the program’s history, progress, and up-to-date information. Danielle Burkee, the agency's Chief Financial Officer, gave an overview of the program’s budget status.

The plan included identifying, leasing, and renovating new properties to replace the agency’s large and outdated real estate footprint.

The three types of properties included in the plan are Human Services Centers to provide in-person delivery of public assistance programs, Children and Family Services Centers to meet the needs of children and families served by Child Welfare Services, and Administrative Offices for internal staff functions, such as onboarding, training, and team meetings.

The Children and Family Services Centers include a staff workspace, family team meeting rooms, showers, and laundry equipment to address the needs of children who have been removed from their homes and collaborative spaces.

The Human Services Centers include resources and staff to administer public assistance programs (SNAP, TANF, childcare subsidy), interview rooms, and equipment for virtual interviews to connect clients with staff in other OKDHS offices. These locations are strategically located in downtown areas and approximate to other public resources (libraries, police departments, courthouses, nonprofits, churches, etc.) to encourage community partnerships and collaboration between OKDHS and other organizations providing social services.

The project began in earnest in 2022, and 2023 was a year of significant progress for the program. It is estimated that 50 locations will be open and operational by the end of 2024.

Update only. No action was taken.

**9. Greer Center Update – OKDHS.** [Brandy Manek]

Ms. Manek introduced Lyndsey Kanaly, who provided updates on the Greer Center and its history.

Ms. Kanaly and Ms. Burkee reported that the Greer construction project was awarded to Rick Scott Construction in 2021, with a completion date of fall 2022. The project has encountered numerous delays from the contractor and subcontractors. In late April, OMES Capital Assets Management (CAM) issued a Notice to the contractor and Surety (the bondholder) requiring an updated schedule for completion and withholding of payment until the schedule has been completed. Since then, the contractor has completed a majority of the remaining work. A

report was given on the status of the five buildings. All work on the property's buildings is expected to be completed by July 5, 2024.

Update only. No action was taken.

**10. Discussion limited to agenda items and 3 minutes in duration.**

**11. Adjournment:**

There being no further business, Jeff Wills motioned to adjourn the meeting. Becky Gooch seconded the motion. Seeing no opposition, the meeting adjourned at 1:48 p.m.