



OVERSIGHT COMMITTEE FOR
STATE EMPLOYEE CHARITABLE CONTRIBUTIONS (OCSECC)

Special Meeting Minutes

Tuesday, March 2, 2021 – 10:00 a.m.
WEBEX VIDEOCONFERENCE MEETING

Public Access Link

<https://odot.webex.com/odot/onstage/g.php?MTID=ecd0f2a9f226b4af019a131cd20387e37>

The call in number is

U.S. TOLL

+1-415-655-0002

Access code: 133 472 7769

Notice for this special meeting was filed with the Office of the Secretary of State; the Agenda was posted in the Will Rogers Building in the glass case at the west entrance. This meeting was conducted in accordance with the provisions of the Open Meeting Act, Sections 301 through 315, Title 25.

Members Present

Jennifer Swearingen
Stacey Foster
Katrina Conrad-Legler
Brenda Sullivan
Russell Boyd

Members Absent

Emily Giles
Margell Newbold

Tracy Osburn, OMES/HCM Legal Representative

Anita Rhea, OMES/HCM Secretary

SPCFRO Representatives

Will Richardson, United Way of Central Oklahoma

A. Call to order and roll call.

Chair Swearingen called the meeting to order; roll was called.

B. Notice of Compliance with Open Meeting Act.

Anita Rhea read the Statement of Compliance with the Oklahoma Open Meeting Act. The statement was signed after the reading.

C. Review, discussion and possible action on Approval of Minutes from the special meeting on January 26, 2021.

Vice-Chair Stacey Foster made the motion to approve the Minutes of the January 26, 2021, special meeting. Katrina Conrad-Legler seconded the motion. All other members present approved.

D. Update from United Way Representatives on the current progress of the campaign.

Will Richardson reported that considering all the challenges people faced this past year, the total amount received for the 2020 Charitable Campaign is \$320,734.50.

E. Review Affidavit of Publication showing proof of publication regarding application process for federations and charities.

Will Richardson shared his screen so members could view the affidavit.

F. Review, discussion and possible action on approving the 2021 State Principal Combined Fund Raising Organization (SPCFRO) to administer the campaign.

Will Richardson went quickly over the application packet and explained the attachments.

Chair Swearingen requested a motion to accept the United Way as the 2021 State Principal Combined Fund Raising Organization (SPCFRO). Katrina Conrad-Legler made the motion to accept the United Way as the 2021 SPCFRO and Chair Swearingen seconded the motion. All other members present approved.

G. Review, discussion and possible action on the 2021 State Charitable Campaign pledge card.

Will Richardson told the members that the current payment methods are: cash, check and payroll deduction. At the beginning of the campaign, the United Way received requests to implement credit/debit card as a method of payment and a one-time payment. The problem is how will each district process the payments? And, payment security issues may arise. How to handle processing fees? Do the changes effect the statute? The pledge form will need to be changed. Should we identify same first and last names by implementing state employee ID numbers? Tracy Osburn will check on the statute.

Chair Swearingen requested a motion to approve the pledge card. Katrina Conrad-Legler made the motion to approve the 2021 State Charitable Campaign Pledge Card as is, subject to research by Tracy Osborn and for possible changes next month. Vice-Chair Stacey Foster seconded the motion. All other members present approved.

H. Report from chair.

No report.

I. Discussion of possible Agenda items for next meeting.

Approval of the charity member applications.

Discussion concerning the appointment of this year's State Charitable Contributions (SCC) Chair.

Discussion of the State Charitable Campaign Pledge Card.

J. Comments from visitors limited to Agenda items (5 minutes per person).

Sandy Wilder, Global Impact, (SCC participating federations) had a suggestion for the pledge form if possible, since the pledge card is fillable, to tweak the pledge card so that it automatically calculates someone's contribution. This way, the amount a person checks and the total amount of their gift is the amount they intend to pledge. Item was tabled for the next meeting.

K. Adjournment.

Chair Swearingen moved to adjourn the special meeting of the Oversight Committee for State Employees Charitable Contributions. Katrina Conrad-Legler seconded the motion. All members present approved.