NOTE: The Oklahoma Veterans Commission may decide to discuss or not to discuss any item on the Agenda and may re-order, table, approve, disapprove, or strike any item listed. All discussion items are subject to possible action by the Commission.
The clerk called the vote and the vote is as follows:
Arthur: Abstain
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved.

b. DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON FEBRUARY 22nd 2019.
   i. Written Travel Reports Filed by Commissioners
   ii. Presentation of Summary Travel Reports by Commissioners in Lieu of Written Reports
       Arthur: Reported a visit to the Claremore Facility
       Ball: Was not present to report.
       Costilow: Had nothing to report.
       Fite: Reported a visit to the Clinton Facility.
       Secor: Reported a visit to the Sulphur, Lawton, and Clinton Facilities
       Smithson: Had nothing to report.
       Van Schuyver: Reported a visit to the Talihina, Ardmore, Sulphur, and Norman Facilities.
       Richey: Reported a visit to the Claremore Facility

VII. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

a. BRENDA JARRELL, CLINTON ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Human Resources Update
   ii. Overtime
   iii. Vacancies
   iv. GALT
   v. Workers Compensation Update
   vi. Education and Training
   vii. Census
   viii. Average Occupancy
   ix. Total Days of Care
   x. Demographics
   xi. Clinton Construction Projects

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.
b. **DOUG ELLIOTT, EXECUTIVE DIRECTOR’S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

i. **Cabinet Secretary Nominee**
   The Director announced to the Commission that BG (Ret.) Ben Robinson had been appointed as the Secretary of Veterans Affairs and the Military by the Governor.

ii. **Commission Membership Update**
   The Director announced to the Commission that three individuals were expected to be confirmed in the coming weeks. Michael Jackson of Ada, who would serve as a member-at-large replacing former Commissioner Thomas, Dr. Andrew Lasser of Nichols Hills who would serve as a member-at-large replacing Commissioner Fite, and Merline LeDay-Mauney of Lawton who was selected from a list submitted by the Disabled American Veterans replacing Commissioner Arthur.

iii. **Status of SAA**
   The Director announced to the Commission that they had been in discussion with the Governor’s office and anticipate that SAA will be assigned to ODVA via Executive Order or will go through Legislation. He stated that the current individuals holding those position would be subject to a Reduction in Force, then be given the opportunity for priority placement within ODVA. The Director stated that there was no intent on the behalf of ODVA to terminate the current employees. He stated that the intention is to have the agency absorb within the current location of the ODVA Central Office rather than in separate locations. The Director stated that they do have a five member Commission, which will cease to function July 1.

iv. **New Facility Construction Grant Projects**
   The Director announced to the Commission that everything is moving much faster than anyone had previously thought. He stated that the design team had been very engaged, and plans were in place to model the new facility after the current Lawton facility. Approval has been given from the economic authority to purchase the property, and is currently awaiting funding from the contributing donors. He stated that the land owner as well is still in agreement with all current terms. The Director stated that there is a high probability that the bond will not be needed, but that the plan would be to use said bond for Ardmore.

v. **Cemetery Grant**
   The Director announced to the Commission that we are continuing to get inquiries to refine this request. He stated that the process requires a minor request, followed by expansion requests. The Director stated that this is an ongoing process.

vi. **Veterans Registry**
   The Director announced to the Commission that the soft launch for the Registry is scheduled for next week. He stated that once live, we will be able to get a better idea of the number of Veterans currently in Oklahoma.

vii. **Status of Programs**
   The Director announced to the Commission that we have begun getting requests for transportation related to the Transportation Grant. He stated that more details of the progress would be covered later in the agenda.

   The Director stated that the CMS process is moving along as well, and would be updated in more detail later in the agenda, but that we were looking to hire a consulting firm for training purposes.
The Director stated that as to the raises discussed in the previous meeting re: GALT CMA’s, the agency has moved from $14 to $17 per hour for qualified individuals. He stated that this will give the GALT employees a career path should they wish to continue to remain in the GALT program. He stated that this program will also relieve some of the workload for our LPN staff.

The Director stated that there will be a Governor’s retreat June 3rd.

c. **JOEL KINTSEL, DEPUTY EXECUTIVE DIRECTOR’S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
   i. Legislative Update

   Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

   d. **SARAH LANE, ODVA LEGAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
   i. Delinquent Accounts
   ii. Electronic Payments

   Documentation of the content presented in open session has been provided as an electronic attachment to these recorded minutes.

   iii. Regulations and Executive Orders Update
      A. Final Approval of Proposed Revisions to Maintenance Charge Regulation Oklahoma Administrative Code 770:10-3-1
         1. Action

      Commissioner Smithson moved to approve the final revisions
      Commissioner Secor gave the second

      The clerk called the vote and the vote is as follows:
      Arthur: Aye
      Ball: Absent
      Costilow: Aye
      Fite: Aye
      Secor: Aye
      Smithson: Aye
      Van Schuyver: Aye
      Richey: Aye

      The clerk counted the votes and notified the Chairman that the Motion was approved.

   iv. Norman-Lawton Land Exchange Update
      Counsel stated that there was no further interest by CLO at this time.

   v. **PROPOSED EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. §307(B)(4) CONFIDENTIAL COMMUNICATIONS BETWEEN A PUBLIC BODY AND ITS ATTORNEY CONCERNING A PENDING**
INVESTIGATION, CLAIM, OR ACTION IF THE PUBLIC BODY, WITH THE ADVICE OF ITS ATTORNEY, DETERMINES THAT DISCLOSURE WILL SERIOUSLY IMPAIR THE ABILITY OF THE PUBLIC BODY TO PROCESS THE CLAIM OR CONDUCT A PENDING INVESTIGATION, LITIGATION, OR PROCEEDING IN THE PUBLIC INTEREST AND TITLE 51 O.S. § 24A.28(5) CONFIDENTIAL INFORMATION TECHNOLOGY OF A PUBLIC BODY IF THE INFORMATION SPECIFICALLY IDENTIFIES (c) SECURITY MONITORING AND RESPONSE EQUIPMENT PLACEMENT AND CONFIGURATION (f) BUSINESS CONTINUITY AND DISASTER PLANNING OR RESPONSE PLANS.

vi. Action to Adjourn to Executive Session

Commissioner Fite moved to go into Executive Session
Commissioner Secor gave the second

The clerk called the vote and the vote is as follows:
Arthur: Aye
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved.

vii. Litigation Update
viii. Investigation Update
ix. Discussions with State Auditor
x. Action to Return to Open Meeting from Executive Session

Commissioner Smithson moved to return to open meeting from Executive Session
Commissioner Arthur gave the second

The clerk called the vote and the vote is as follows:
Arthur: Aye
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved, and the Commission returned to open session at 12:55pm
e. PRESENTED BY SARAH LANE FOR HELEN SAPP, ODVA WORKERS COMPENSATION PROGRAM ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Workers Compensation Update

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

f. TRACY SPENCER, ODVA DIRECTOR OF HUMAN RESOURCES, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Human Resources Update
      A. Overtime
      B. Turnover
      C. Vacancies
      D. GALT

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

g. LISA WHITE, ODVA DEPUTY CHIEF FINANCIAL OFFICER, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. FY19 Budget Projections
   ii. FY19 Budget to Actual
   iii. FY19 Revenue Projected to Actual
   iv. Revolving Fund Revenue
   v. Average Occupancy
   vi. Total Days of Care
   vii. Current Capital Projects
   viii. FY18 Single Audit Update

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

h. NANNEEUSHA YOUNG, ASSISTANT CONSTRUCTION ADMINSITRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Review of all construction projects concerning Ardmore, Claremore, Clinton, Lawton, Norman, Sulphur, Talihina, Central Office and agency wide projects
   ii. Sallisaw project update
   iii. Facilities Change Orders approved by the Executive Director under the delegation of authority made pursuant to 61 O.S. §121(F) since the last regular meeting.
      A. Change Order (-$7,000.00) – Ford Roofing and Sheet Metal – Lawton Veteran Center - OMES CAP#17175, Deduct to repair damage to sidewalks during roofing installation.
      B. Change Order (-$10,520.00) – Cavin’s Construction – Norman Veteran Center - OMES CAP#18099, Deduct for door openers provided by ODVA.

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i. JACKIE WHITTEN, CLAIMS AND BENEFITS ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Veterans Services Report, Claims and Benefits Division

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

j. PRESENTED BY JACKIE WHITTEN FOR LISA MUSETT, ODVA WOMEN’S VETERAN COORDINATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Women’s Veterans Events

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

k. STEVE ROBLEZ, ODVA RURAL TRANSPORTATION PROGRAM MANAGER, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Program Update

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

l. BRADLEY WARD, VETERANS SERVICES EMPLOYMENT AND EDUCATION PROGRAMS ADMINISTRATOR REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Regional analysis on the utilization of post 9/11 GI bill benefits at career and technical training centers

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

m. SHAWN KIRKLAND, ODVA DIRECTOR OF HOMES, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:
   i. Oklahoma Veterans Centers Census
   ii. Oklahoma Veterans Centers Demographics Update

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

n. TINA WILLIAMS, ODVA COMPLIANCE DIRECTOR, REPORT WITH POSSIBLE DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:
   i. Clinical
   ii. CMS Medicare Medicaid Update
   iii. Survey
   iv. Education
   v. Center License Renewals - Claremore Veterans Center
      a. Action

     Commissioner Arthur moved to approve the renewal for the Claremore Veterans Center
     Commissioner Secor gave the second
The clerk called the vote and the vote is as follows:
Arthur: Aye
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved.

Documentation of the content presented has been provided as an electronic attachment to these recorded minutes.

VIII. PROPOSED EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. § 307(B)(1) DISCUSSION REGARDING THE EMPLOYMENT, HIRING APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF ANY INDIVIDUAL SALARIED EMPLOYEE:

i. Action to Adjourn to Executive Session.

Commissioner Secor moved to go into Executive Session
Commissioner Van Schuyver gave the second

The clerk called the vote and the vote is as follows:
Arthur: Aye
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved.

ii. Discussion of Performance Evaluation of Executive Director, Doug Elliott.

iii. Action to Return to Open Meeting from Executive Session.

Commissioner Secor moved to return to open meeting from Executive Session
Commissioner Smithson gave the second

The clerk called the vote and the vote is as follows:
Arthur: Aye
Ball: Absent
Costilow: Aye
Fite: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye
Richey: Aye

The clerk counted the votes and notified the Chairman that the Motion was approved, and the Commission returned to open session at 3:10pm

IX. DISCUSSION AND POSSIBLE ACTION REGARDING PERFORMANCE EVALUATION OF EXECUTIVE DIRECTOR, DOUG ELLIOTT.
   i. Action.
      No action at this time

X. OPEN PUBLIC COMMENTS
The Oklahoma Veterans Commission shall hear public comments limited to only matters that are listed on the current meeting Agenda. Topics that are outside the scope of the present agenda will not be recognized. Individuals requesting to speak are required to sign-in onsite at the meeting prior to the commencement of the meeting. Speakers must provide the speaker’s name, address, email or phone number, and the subject on which they wish to speak. Open public comments are limited to not more than five minutes per person. The Board Chairman may interrupt and/or terminate any presentation during public comment which is disruptive to the meeting or does not conform to the procedures outlined under this section. The Board Chairman reserves and retains the right to interrupt, terminate, or postpone public comments as necessary to effectuate the management of the public meeting.

Stephen Rudnick signed in to speak during public comments. He spoke on the topic of SAA.

XI. NEW BUSINESS
Pursuant to 25 O.S. § 311, “New Business” shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting (twenty-four hours prior to the meeting).

There was no new business

XII. CARRYOVER TOPICS DEFERRED TO FUTURE AGENDA
   a. Long-term Planning
      i. Strategic Plan
      ii. Capital Improvement Plans

XIII. SUBMISSION AND DISCUSSION OF POSSIBLE AGENDA ITEMS BY THE OKLAHOMA VETERANS COMMISSION FOR THE NEXT SCHEDULED MEETING.

XIV. DISCUSSION AND POSSIBLE ACTION REGARDING THE NEXT REGULARLY SCHEDULED MEETING DATE.

   Friday, May 24th, 2019
   10:00AM
   Lawton Veterans Center

NOTE: The Oklahoma Veterans Commission may decide to discuss or not to discuss any item on the Agenda and may re-order, table, approve, disapprove, or strike any item listed. All discussion items are subject to possible action by the Commission.
Lawton, Oklahoma

XV. ADJOURNMENT
   a. CHAIRMAN

   Commissioner Secor moved to return to open meeting from Executive Session
   Commissioner Fite gave the second
   The meeting was adjourned at 3:35pm