

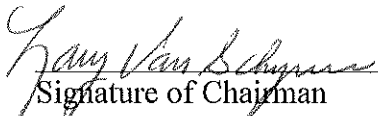


**OKLAHOMA DEPARTMENT OF
VETERANS AFFAIRS**

State of Oklahoma
Oklahoma Veterans Commission
Notarial Statement of Acknowledgment in a representative capacity
Oklahoma Veterans Commission Meeting Minutes
Minutes for: August 14, 2020


State of Oklahoma
County of Oklahoma

The above mentioned minutes of the Oklahoma Veterans Commission were submitted to and approved by the members of the Oklahoma Veterans Commission by majority vote in open meeting. These minutes are a true and correct representation of the happenings that took place on the above mentioned meeting date.



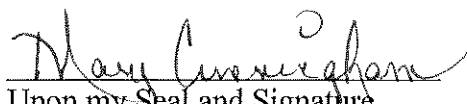
Signature of Chairman
Larry Van Schuyver
Oklahoma Veterans Commission



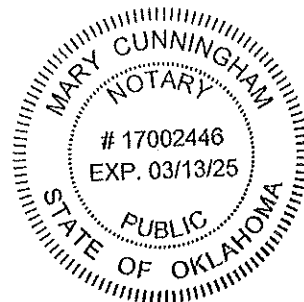


Signature of Recording Clerk
Jennifer Bloomfield
Oklahoma Department of Veterans Affairs

The foregoing instrument was subscribed to me on this 30th day of March, 2021 by Commissioner Larry Van Schuyver as Chairman of the Oklahoma Veterans Commission.



Upon my Seal and Signature
Notarial Officer



OKLAHOMA VETERANS COMMISSION
MEETING MINUTES
August 14th, 2020 10AM
Vezev Veterans Complex
2132 NE 36th Street
Oklahoma City, OK 73111

NOTICE OF REGULAR MEETING:

The Oklahoma Veterans Commission held a regular meeting on **Friday, August 14th, 2020**, at 10:00 AM. This meeting was held at the Vezev Veterans Complex, 2132 NE 36th Street, Oklahoma City. A Notice of this meeting was filed with the Secretary of State's Office on July 22nd, 2020.

AGENDA:

Friday, August 14th, 2020 10:00 AM

I. CALL TO ORDER

The Chairman called the meeting to order at 10:00am

II. DETERMINATION OF QUORUM

a. ROLL CALL AND INTRODUCTION OF COMMISSIONERS

The Clerk called the roll and the roll is as follows:

Commissioner Ball: Present

Commissioner Costilow: Present

Commissioner Jackson: Present

Commissioner Kokendoffer: Present

Commissioner Lasser: Present

Commissioner LeDay: Late

Commissioner Secor: Present

Commissioner Smithson: Absent

Mr. Chairman: Present

The Clerk notified the Chairman that 7 Commissioners were present, with 2 absent.

b. DECLARATION OF QUORUM

The Chairman declared a quorum

III. INVOCATION

Commissioner Kokendoffer led the Invocation

IV. PLEDGE OF ALLEGIANCE

Commissioner Secor led the Pledge of Allegiance

V. INTRODUCTION OF COMMISSIONER KOKENDOFFER

The Chairman introduced Commissioner Kokendoffer to the Commission and staff. Commissioner Kokendoffer provided a short statement of introduction.

VI. INTRODUCTION AND WELCOME TO VISITORS AND GUESTS

The Chairman welcomed all visitors and guests to the meeting and asked that they introduce themselves to the Commission.

VII. ANNOUNCEMENT REGARDING SIGN-IN FOR OPEN PUBLIC COMMENTS

Individuals requesting to speak are required to sign-in onsite at the meeting prior to the commencement of the meeting advising of their intent to provide public comment to the Commission. Individuals must provide their name, contact information, as well as the topic on the posted Agenda of which they would like to comment.

The Clerk informed the Chairman that there were no requests to speak during Public Comment.

VIII. OKLAHOMA VETERANS COMMISSION

a. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE JUNE 25th, 2020 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Secor made the motion to approve the June 25th, 2020 minutes. Commissioner Lasser provided the second.

The Clerk called the vote, and the vote is as follows:

Commissioner Ball: Aye
Commissioner Costilow: Aye
Commissioner Jackson: Abstain
Commissioner Kokendoffer: Abstain
Commissioner Lasser: Aye
Commissioner LeDay: Absent
Commissioner Secor: Aye
Commissioner Smithson: Absent
Mr. Chairman: Aye

The vote is 5 Aye 0 Nay 2 Absent and 2 Abstain
Motion Passes

b. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE JUNE 26th, 2020 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Secor made the motion to approve the June 26th, 2020 minutes. Commissioner Jackson provided the second.

The Clerk called the vote, and the vote is as follows:

Commissioner Ball: Aye
Commissioner Costilow: Aye
Commissioner Jackson: Aye
Commissioner Kokendoffer: Abstain

Commissioner Lasser: Aye
Commissioner LeDay: Absent
Commissioner Secor: Aye
Commissioner Smithson: Absent
Mr. Chairman: Aye

The vote is 6 Aye 00 Nay 2 Absent and 1 Abstain
Motion Passes

c. DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON JUNE 26th, 2020

i. Written Travel Reports Filed by Commissioners

The Chairman requested that the Commission submit their written travel reports to the Clerk.

ii. Presentation of Summary Travel Reports by Commissioners in Lieu of Written Reports

Commissioner Ball had nothing to report.

Commissioner Costilow had nothing to report.

Commissioner Jackson had nothing to report.

Commissioner Kokendoffer had nothing to report.

Commissioner Lasser had nothing to report.

Commissioner LeDay was Absent.

Commissioner Secor stated that though not related to travel, he would like the Commission to know that a Resident at the Lawton Veterans Center was involved in the completion of a project sponsored by the Home at Last Organization. He stated that this organization places homeless veterans into permanent housing situations. He stated that a home was purchased 5 years ago and has been in the process of remodel since that time. He stated on the 25th, the keys to that home were presented to a homeless Veteran and his family in Lawton Oklahoma. He stated that the Lawton ODVA staff also assisted in the completion of this project.

Commissioner Smithson was Absent.

The Chairman reported traveling to the City of Claremore to meet with the VA Medical Center, along with Director Joel Kintsel.

Commissioner Lasser requested that the Commission issue a letter of thanks and appreciation to the VA Medical Center for their continued support and assistance.

IX. OKLAHOMA SECRETARY OF VETERANS AFFAIRS AND MILITARY

a. BEN ROBINSON, CABINET SECRETARY TO GOVERNOR STITT, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

i. Report from Monthly Cabinet Meeting.

The Secretary stated that due to COVID-19 restrictions, the monthly Cabinet meetings were not taking place on a regular schedule. He stated that the next

Cabinet meeting was scheduled for the 27th of this month. The Secretary stated that he continues to advocate for access into the Oklahoma Prison System via Battle Buddies and Operation Provide Hope, keeping the concept of housing the prison Veteran population in two gender specific prisons fresh in their minds.

X. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

a. ROBERT ARRINGTON, ADMINISTRATOR, NORMAN VETERANS CENTER, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:

i. Norman Veterans Center Highlights

Administrator Robert Arrington gave a brief presentation related to the Norman Veterans Center. A digital copy of this presentation is attached to these recorded minutes.

b. JOEL KINTSEL, EXECUTIVE DIRECTOR, AGENCY REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:

i. Budget & Reimbursement Update

The Director stated that he would like to brief the Commission on the Reimbursement of the CARES Act funds. He stated that up through May 2020, the ODVA has been reimbursed 100%. The Director stated that the agency has applied for June and July reimbursement, and he is waiting to hear the results of those requests. The Director stated that discussion has begun related to the action plan for when/if the CARES Act funds are no longer available.

ii. Maintenance Charges

The Director stated that in preparation for the possibility of CARES Act funds not being available in the future, discussions have taken place related to the current maintenance charges for the Veterans Centers. The Director stated that more than a year has passed since the review of these charges, and he would like to request a review at this time. The Director stated that 64 families would be impacted by a maintenance charge increase at this time, roughly 6% of the families that are currently supported. The Director stated that after extensive research, a \$525.00 increase in the current maintenance charges has been suggested. The Director stated that this increase would bring the maintenance charges from \$3,925.00 to \$4,450.00.

The Director, Deputy Director, and the members of the Commission engaged in a discussion related to the proposed Action.

a. Action

Commissioner Ball made the motion to increase the current maintenance charges by \$525.00 a month, making the new maintenance charge \$4,450.00 in total.

Commissioner Lasser provided the second.

The Clerk called the vote, and the vote is as follows:

Commissioner Ball: Aye
Commissioner Costilow: Aye
Commissioner Jackson: Aye
Commissioner Kokendoffer: Aye
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Nay
Commissioner Smithson: Absent
Mr. Chairman: Aye

The vote is 7 Aye 1 Nay 1 Absent
Motion Passes

iii. Interim Study

The Director stated that Representative Ty Burns has asked ODVA to help with an Interim Study related to fraud that occurs with the sales tax exemption for 100% disabled Veterans. He stated that a meeting is scheduled to take place next Tuesday, 10:00am at the Capitol. The Director stated that there are roughly 18,000 Oklahoma Veterans that are currently entitled to the sales tax exemption according to the federal VA. He stated that at best guess, approximately 34,000 individuals are currently using the exemption. The Director stated that the eventual plan is to cooperate with the Department of Public Safety and the Oklahoma Tax Commission. He stated that the thought is to have the tax ID number that is issued to the 100% disabled Veterans become their drivers license number, along with a notation on the license that the owner is a 100% disabled Veteran.

iv. Sallisaw Ground Breaking

The Director stated that the groundbreaking for the Sallisaw Veterans Center will be Friday, September 25th, 2020 at 10:00am.

c. **SARAH LANE, DEPUTY DIRECTOR, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

i. Requests for Biographies for Website

The Deputy Director requested Biographies from the Commission for the ODVA website.

ii. Hazard Pay

The Deputy Director stated that the initial authorization for hazard pay was limited to staff providing direct care to COVID-19 positive Veterans. She stated that has since evolved. The Deputy Director stated that in facilities where COVID-19 numbers are low, hazard pay remains dedicated to staff directly caring for those COVID-19 positive Veterans. She stated that in facilities where COVID-19 numbers evolve into higher numbers, hazard pay will trigger for the entire facility. The Deputy Director stated that there is also hazard pay opportunities related to travel of borrowed staff from one facility to another when the need is related to COVID-19.

iii. PREVENTS Challenge

The Deputy Director stated that PREVENTS Challenge is the Presidents Roadmap to Empower Veterans to End the National Tragedy of Suicide. She stated that it is a taskforce that was brought into being under Presidential Executive Order and brings together a taskforce of roughly half of the Executive Cabinet Agencies. The Deputy Director stated that Oklahoma is the second State to be given a PREVENTS Challenge, and the only State to run a PREVENTS Challenge concurrently with a State Challenge. The Deputy Director stated that there was a virtual kickoff event scheduled for August 25th, 2020 at 8:00am. The Deputy Director invited the Commission to virtually attend.

d. **KIM HEATON, GENERAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

i. Introduction

General Counsel introduced herself to the Commission and gave brief details of her twenty years of experience.

The Chairman called for a ten-minute break at 11:35am

The Chairman called the meeting back to order at 11:49am

e. **NANNEEUSHA YOUNG, CONSTRUCTION ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION AND/OR ACTION ON THE FOLLOWING:**

Pursuant to 61 O.S. Section 121 (F) the following Change Orders were executed under the authority to the Executive Director since the last Oklahoma Veterans Commission meeting:

a. Over Executive Director Delegation of Authority:

i. None

b. Under Executive Director Delegation of Authority:

i. Change Order #01 - \$28,660.00 + CAP Fee \$286.60 – Imajenus Inc. – Ardmore Veteran Center – FAI: 40-058 – OMES CAP#17275R5 – Additional concrete added to bolt generator pads. When removing old generator, there were several parking light and loading dock circuits running through it; these had to be removed & re-routed and new wires pulled – caused down time and extension of completion date by 6 days.

ii. Change Order – CAP Fee Bid Advertisement \$1,926.06 – OMES/CAP - FAI: 40-063 – Emergency Generators – CAP Fee Bid Advertisement fee for the increase in fuel storage and replacement of emergency generators at the Ardmore, Claremore, Clinton, Lawton, Norman and Sulphur Veteran Centers.

iii. Change Order - \$905.50 – HepaCart, Inc. – Agency-wide – FAI: 40-065 – The vendor failed to include the freight for shipping the portable hepa air filtration machines need for the temporary COVID-19 Isolation units.

The Construction Administrator briefly explained the justification for the above listed change orders. A digital copy of this presentation is attached to these recorded minutes.

The Chairman called for a lunch break at 12:06pm
Secretary Robinson had a prior commitment and left before the meeting resumed.

The Chairman called the meeting back to order at 12:36pm

f. SHAWN KIRKLAND, ODVA DIRECTOR OF STATE VETERANS HOMES, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:

i. Census and Report of General Operations of Veterans Centers

The State Homes Director stated that the Census was currently lower than normal due to the need for isolation/COVID-19 beds. He stated that all seven facilities have completed their isolation/COVID-19 units at this time. A digital copy of this presentation is attached to these recorded minutes.

ii. PPE Supply Update

The State Homes Director gave an updated on the current level of PPE in all seven facilities. A digital copy of this presentation is attached to these recorded minutes.

g. CAMI McKINNEY, ODVA DIRECTOR OF CLINICAL COMPLIANCE, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:

i. General Health Status Reports for Residents in Oklahoma Veterans Centers

The Director of Clinical Compliance gave a brief overview to the Commission on the general health status of the Veteran population inside of the seven facilities. A digital copy of this presentation is attached to these recorded minutes.

ii. Defensive Measures Taken in Oklahoma Veterans Centers for COVID-19

The Director of Clinical Compliance and the State Homes Director briefed the Commission on some of the precautions that have been taken in response to the COVID-19 pandemic. A digital copy of this presentation is attached to these recorded minutes.

iii. Status of Residents Testing Positive for COVID-19 and Findings of Internal Investigation into Care Complaints made regarding the Oklahoma Veterans Center, Lawton Division.

PROPOSED EXECUTIVE SESSION PURSUANT TO 25 O.S. §307(B)(7) DISCUSSING ANY MATTER WHERE DISCLOSURE OF INFORMATION WOULD VIOLATE CONFIDENTIALITY REQUIREMENTS OF STATE OR FEDERAL LAW. APPLICABLE LAWS ARE THOSE PROTECTING THE PRIVACY OF PERSONAL HEALTH INFORMATION INCLUDING BUT NOT LIMITED TO

REQUIREMENTS SET FORTH IN 45 CFR 160, et seq. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA).

a. Possible Discussion and Action to Adjourn to Executive Session.

i. Action

Commissioner Secor made the motion to enter Executive Session

Commissioner Kokendoffer provided the second.

The Clerk called the vote, and the vote is as follows:

Commissioner Ball: Aye

Commissioner Costilow: Aye

Commissioner Jackson: Aye

Commissioner Kokendoffer: Aye

Commissioner Lasser: Aye

Commissioner LeDay: Aye

Commissioner Secor: Aye

Commissioner Smithson: Absent

Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent

Motion Passes

Commission entered Executive session at 1:02pm

b. Return to Open Meeting from Executive Session

i. Action

Commissioner Lasser made the motion to return to open meeting

Commissioner Costilow provided the second.

The Clerk called the vote, and the vote is as follows:

Commissioner Ball: Aye

Commissioner Costilow: Aye

Commissioner Jackson: Aye

Commissioner Kokendoffer: Aye

Commissioner Lasser: Aye

Commissioner LeDay: Aye

Commissioner Secor: Aye

Commissioner Smithson: Absent

Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent

Motion Passes

Commission returned to open meeting at 1:38pm

- h. **SHANE FAULKNER, ODVA PUBLIC INFORMATION OFFICER, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. Media and Social Media Response
Mr. Faulkner gave a brief presentation related to speaking with the media, as well as expected behavior on personal social media accounts. A digital copy of this presentation is attached to these recorded minutes.
- i. **DISCUSSION AND REQUESTS FOR REMOVAL OF ITEMS FROM CONSENT DOCKET.**
 - i. Discussion.
There was no discussion.
- j. **LUNCH BREAK.**
 - i. Action
Lunch was taken out of order and is addressed further up in these recorded minutes.
- k. **CONSENT DOCKET AUGUST 14th, 2020. DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING ODVA DIVISION REPORTS:**
 - i. Workers Compensation Report - Helen Sapp
 - ii. Human Resources Report - Tracy Spencer
 - iii. Financial Report - Lisa White
 - iv. Construction Report – Nanneeusha Young
 - v. Claims and Benefits Report - Jackie Whitten
 - vi. Women Veterans Report - Lisa Mussett
 - vii. State Approving Agency Report - Brint Montgomery
 - viii. Mental Health and Suicide Prevention Report - Aaron Ashworth
 - ix. Education and Training Report - Jennifer Bloomfield
 - x. Norman Veterans Center Reports – Rob Arrington
 - 1. Administrator Acknowledgements
 - 2. Overtime
 - 3. Vacancies
 - 4. GALT
 - 5. Workers Compensation Update
 - 6. Census
 - 7. Average Occupancy
 - 8. Total Days of Care

A digital copy of this presentation is attached to these recorded minutes.

XI. 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 advising of their intent to provide public comment to the Commission. Individuals must provide their name, contact information, as well as the topic on the posted Agenda of which they

would like to comment. 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.

There were no Public Comments.

XII. 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.

XIII. CARRYOVER TOPICS DEFERRED TO A FUTURE AGENDA

a. Executive Director's Annual Evaluation

Commissioner Lasser asked when the Executive Directors Annual Evaluation was due. The Deputy Director stated that the Executive Director will reach his one-year mark in September 2020.

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

No topics were submitted.

XV. DISCUSSION AND POSSIBLE ACTION REGARDING THE NEXT REGULARLY SCHEDULED MEETING DATE TO INCLUDE TRAVEL ARRANGEMENTS, POSSIBLE CANCELLATION OR MODIFICATION OF THE DATE, TIME, OR LOCATION.

Friday, September 25th, 2020 at 10:00AM
Talihina Veterans Center
10014 SE 1138th Ave
Talihina, Oklahoma 74571

a. Action

No action was taken at this time.

XVI. ADJOURNMENT

a. CHAIRMAN

i. Motion

Commissioner Lasser made the motion to adjourn
Commissioner Kokendoffer provided the second.

Meeting adjourned at 1:53pm