

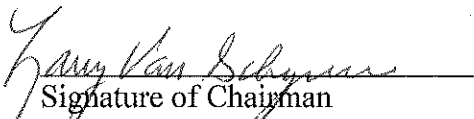


OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS


State of Oklahoma
Oklahoma Veterans Commission
Notarial Statement of Acknowledgment in a representative capacity
Oklahoma Veterans Commission Meeting Minutes
Minutes for: January 31, 2020

State of Oklahoma
County of Oklahoma

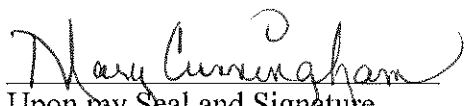
The above mentioned minutes of the Oklahoma Veterans Commission were submitted to and approved by the members of the Oklahoma Veterans Commission by majority vote in open meeting. These minutes are a true and correct representation of the happenings that took place on the above mentioned meeting date.

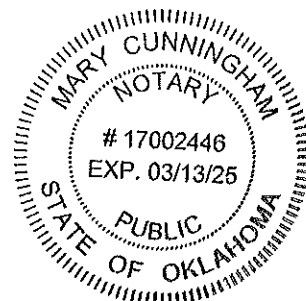

Signature of Chairman
Larry Van Schuyver
Oklahoma Veterans Commission




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 NOTICE AND AGENDA
January 31, 2020
Vezev Veterans Complex
2132 NE 36th Street
Oklahoma City, OK 73111**

NOTICE OF REGULAR MEETING:

The Oklahoma Veterans Commission will held a regular meeting on **Friday, January 31, 2020**, at 10:00 AM at the Vezev Veterans Complex, 2132 NE 36th Street, Oklahoma City, OK 73111. A Notice of this meeting was filed with the Secretary of State's Office on September 11, 2019.

AGENDA:

Friday, January 31, 2020 10:00 AM

I. CALL TO ORDER

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

II. DETETERMINATION OF QUORUM

a. ROLL CALL AND INTRODUCTION OF COMMISSIONERS

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

Ball - Present

Costilow - Present

Jackson - Present

Lasser - Present

LeDay - Absent

Richey - Absent

Secor - Present

Smithson - Present

Van Schuyver – Present

Commissioners Present: 7

Commissioners Absent: 2

b. DECLARATION OF QUORUM

The clerk notified the Chairman that there was a quorum

The Chairman declared a quorum

III. INVOCATION

Commissioner Ball led the Invocation

IV. PLEDGE OF ALLEGIANCE

Commissioner Smithson led the Pledge of Allegiance

V. INTRODUCTION AND WELCOME TO VISITORS AND GUESTS

The Chairman welcomed the visitors and guests to the meeting, and requested that they introduce themselves to the Commission.

VI. ANNOUNCEMENT REGARDING SIGN-IN FOR OPEN PUBLIC COMMENTS

The Chairman notified the gallery that any individual who wished to speak during Public Comment would need to sign in on the sheet provided.

VII. OKLAHOMA VETERANS COMMISSION

a. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE OCTOBER 25TH, 2019 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Secor made the motion to approve the October 25th meeting minutes.

Commissioner Smithson provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Aye

Aye: 7
Nay: 0
Absent: 2

Motion carries

b. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE NOVEMBER 22ND, 2019 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Ball made the motion to approve the November 22nd meeting minutes.

Commissioner Secor provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Aye

Aye: 7
Nay: 0
Absent: 2

Motion carries

c. DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON NOVEMBER 22ND, 2019

i. Written Travel Reports Filed by Commissioners

The Chairman requested that the Commissioners submit their written travel claims to the clerk.

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

The following Commissioners verbally provided travel information to the Commission:

Ball – Reported visiting the Norman facility, as well as a meeting at Central Office re; Battle Buddies, and the city of Shawnee.

Costilow – Reported visiting the Talihina and Norman facilities

Jackson – Reported visiting the Sulphur and Ardmore facilities

Lasser – Reported attending the Veterans Day Ceremony at the Oklahoma History Center

LeDay - Absent

Richey - Absent

Secor – Reported visiting the Lawton, Clinton, Sulphur, and Ardmore facilities

Smithson – Had nothing to report

Van Schuyver – Reported visiting all seven facilities three times each

d. CHAIRMAN LARRY VAN SCHUYVER PRESENTATION WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

i. Coordination of Law Enforcement Partnership

The Chairman reported that with the assistance of the Executive Director, Deputy Director, and the State Director of Homes, there would soon be a designated room in all seven centers for law enforcement officers. The Chairman further stated that there would also be designated parking at the front of the facilities for these officers. The Chairman stated that the Ardmore facility would be the first of the seven centers to put this new program into action.

e. DISCUSSION AND POSSIBLE ACTION REGARDING SCHEDULING A DATE FOR A SPECIAL MEETING TO DISCUSS FORCE 50, INC. PILOT PROGRAM PROPOSAL

i. Action

Commissioner Secor made the motion to discuss possible meeting dates

Commissioner Lasser provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye

Costilow - Aye

Jackson - Aye

Lasser - Aye

LeDay - Absent

Richey - Absent

Secor - Aye

Smithson - Aye

Van Schuyver – Aye

Aye: 7
Nay: 0
Absent: 2

Motion carries

The Commission discussed possibly scheduling a special meeting to discuss this issue further 60 days out.

VIII. OKLAHOMA ARTS COUNCIL

- a. **AMBER SHARPLES, EXECUTIVE DIRECTOR, OKLAHOMA ARTS COUNCIL, AND JENNIFER ALLEN-BARRON, ARTS EDUCATION DIRECTOR, PRESENTATION WITH POSSIBLE DISCUSSION ON THE OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS/OKLAHOMA ARTS COUNCIL PARTNERSHIP AND A HIGHLIGHT OF VETERAN PROGRAMS.**
 - i. Report on Arts Council and ODVA Partnership and Veteran Programs
An electronic copy of this presentation is attached to these recorded minutes.

The Chairman called for a 10 minute break at 11:00AM

The Chairman called the meeting to order at 11:12 AM

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 was not able to attend the Commission meeting due to a prior commitment. The Chairman stated that he spoke with the Secretary this morning. He stated that the Secretary wanted to discuss the Battle Buddies program, and requested that Commissioner Ball elaborate in his absence.

Commissioner Ball stated that Battle Buddies was a group of individuals who visit Oklahoma prisons and assist Veterans in preparing for their release. He stated that they speak with these Veterans about their needs, qualifications, and attempt to find employment, spiritual support, as well as housing and health care. Commissioner Ball stated that this group of individuals is made up of representatives from the Oklahoma Veterans Commission, the Oklahoma Department of Corrections, the Oklahoma VA Hospital, the Oklahoma Veterans Alliance, The American Legion, the Disabled American Veterans, Crossroads Church, and the Oklahoma Department of Veterans Affairs.

X. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

- a. **JOEL KINTSEL, EXECUTIVE DIRECTOR'S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
 - i. Travel Report
 - a. Sulphur – Holiday Meal
 - b. Talihina - MOPH Recognition of OVC Employee
 - c. Lawton – Holiday Meal & Meeting with Resident Family Member
 - d. OKC Airport – Welcome Home
 - e. Tulsa KTUL Morning Show

The Director presented his travel to the Commission and shared photographs of the attended events.

ii. Legislative Update & Review of Bills

The Director reviewed House Bill 2397, Senate Bill 310, Senate Bill 1136, House Bill 3430, Senate Bill 1327, Senate Bill 1134, and House Bill 2995 with the Commission.

iii. Economic Impact Study of Proposal to Fully Exempt Military Retirement Income from State Taxation

The Director stated that to break even from the loss in income to the state, Oklahoma would need to retain roughly 193 additional individuals from those that currently retire in Oklahoma each year. He stated that he was confident this would be easily obtained with the elimination of the Income Tax on Military Retirement.

An electronic copy of this presentation is attached to these recorded minutes.

b. **SARAH LANE, DEPUTY DIRECTOR AND GENERAL COUNSEL'S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

i. Travel Report

- a. Sulphur – Holiday Meal
- b. Lawton – Holiday Meal
- c. Shawnee – American Legion Annual Meeting
- d. Tulsa – KTUL Morning Show
- e. Muskogee – VAHC MAC Meeting & Site Visit to State Claims & Benefit Office
- f. Norman Dedication of OK History Center Vietnam Veteran Memorial

The Deputy Director presented her travel to the Commission and shared photographs of the attended events.

ii. Recognition of Central Office Long Tenured Employees

The Deputy Director recognized three long tenured Central Office employees for their service with the State of Oklahoma. Keith Mercer, 29 years, Lisa White, 25 years, and Kristine Dillon, 20 years.

iii. Acceptance of Governor's Challenge to Prevent Veteran Suicide from SAMHSA

The Deputy Director introduced Aaron Ashworth to speak on this topic.

iv. Introduction of Mental Health and Suicide Prevention Program Manager, 1LT Aaron Ashworth.

Mr. Ashworth introduced himself to the Commission and presented a slideshow. An electronic copy of this presentation is attached to these recorded minutes.

v. Veteran Recidivism and Diversion

The Deputy Director stated that Commissioner Ball had covered this topic at the beginning of this meeting. She stated that quarterly meetings are scheduled at ODVA Central Office, and the next meeting would be held April 16th, 2020.

vi. Governor's Leadership Summit & Statewide Branding Initiative

The Deputy Director stated that the Governor had held a leadership summit a few weeks ago. She stated that one of the topics she was most excited about was the new statewide branding initiative. She stated that they would be having a live launch on February 12th, 2020.

The Chairman called a lunch break at 12:40 PM

The Chairman called the meeting to order at 1:06 PM

c. **ERIN KENNEDY, ODVA DEPUTY GENERAL COUNSEL, PRESENTED BY SARAH LANE, DEPUTY DIRECTOR AND GENERAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

i. **PROPOSED EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. §307(B)(7) DISCUSSION OF ANY MATTER WHERE DISCLOSURE OF INFORMATION WOULD VIOLATE CONFIDENTIALITY REQUIREMENTS OF STATE OR FEDERAL LAW – REQUEST FOR REDUCTION OF MAINTENANCE CHARGE PURSUANT TO OAC 770:10-3-1(I)(3).**

a. Action to Enter Executive Session.

Commissioner Secor made the motion to enter into Executive Session
Commissioner Jackson provided the second.

The clerk called the vote and the vote is as follows:

Ball – Was not present for the vote

Costilow - Aye

Jackson - Aye

Lasser - Aye

LeDay - Absent

Richey - Absent

Secor - Aye

Smithson - Aye

Van Schuyver – Aye

Aye: 6

Nay: 0

Absent: 3

Motion carries

The Commission entered into Executive Session at 1:08 PM

b. Discussion of Requested Maintenance Charge reduction for Claremore Resident.

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

Commissioner Secor made the motion to return to Open Meeting
Commissioner Lasser provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye

Costilow - Aye

Jackson - Aye

Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Aye

Aye: 7
Nay: 0
Absent: 2

Motion carries

The Commission returned to Open Meeting at 1:20 PM

ii. **DISCUSSION AND POSSIBLE ACTION REGARDING EXECUTIVE SESSION REQUEST FOR REDUCTION OF MAINTENANCE CHARGE PURSUANT TO OAC 770:10-3-1(I)(3).**

a. **Action.**

Commissioner Smithson made the motion to approve the request for reduction of maintenance charge with an effective date of 12/23/2019
Commissioner Secor provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Aye

Aye: 7
Nay: 0
Absent: 2

Motion carries

iii. **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.**

A. Action to Enter to Executive Session

Commissioner Smithson made the motion to enter into Executive Session

Commissioner Costilow provided the second.

The clerk called the vote and the vote is as follows:

Ball – Aye

Costilow - Aye

Jackson - Aye

Lasser - Aye

LeDay - Absent

Richey - Absent

Secor - Aye

Smithson - Aye

Van Schuyver – Aye

Aye: 7

Nay: 0

Absent: 2

Motion carries

The Commission entered into Executive Session at 1:22 PM

B. Litigation Update

C. Action to Return to Open Meeting from Executive Session

Commissioner Secor made the motion to return to Open Meeting

Commissioner Smithson provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye

Costilow - Aye

Jackson - Aye

Lasser - Aye

LeDay - Absent

Richey - Absent

Secor - Aye

Smithson - Aye

Van Schuyver – Aye

Aye: 7

Nay: 0

Absent: 2

Motion carries

The Commission returned to Open Meeting at 1:30 PM

d. **SHAWN KIRKLAND, ODVA DIRECTOR OF HOMES, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

- i. Oklahoma Veterans Centers Census
- ii. Oklahoma Veterans Centers Demographics Update
- iii. Veteran Centers Town Hall Meetings
- iv. Employee Recognition Program Plans
- v. CMS Medicare Medicaid Update

An electronic copy of this presentation is attached to these recorded minutes.

The Chairman excused himself due to a prior commitment at 1:46 PM

The Vice Chairman assumed control of the meeting at 1:46 PM

vi. Center License Renewals - Ardmore Veterans Center

a. Action

Commissioner Ball made the motion to approve the license renewal for the Ardmore Veterans Center.

Commissioner Secor provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver - Absent

Aye: 6

Nay: 0

Absent: 3

Motion carries

vii. Center License Renewals - Clinton Veterans Center

a. Action

Commissioner Secor made the motion to approve the license renewal for the Clinton Veterans Center

Commissioner Smithson provided the second.

The clerk called the vote and the vote is as follows:

Ball - Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye

LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Absent

Aye: 6
Nay: 0
Absent: 3

Motion carries

viii. Center License Renewals - Talihina Veterans Center

a. Action

Commissioner Lasser made the motion to approve the license renewal for the Talihina Veterans Center
Commissioner Secor provided the second.

The clerk called the vote and the vote is as follows:

Ball – Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Absent

Aye: 6
Nay: 0
Absent: 3

Motion carries

e. **CAMI MCKINNEY, ODVA COMPLIANCE ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

- i. Statewide OVC Clinical Report
- ii. CMS Medicare Medicaid Update
- iii. State and Federal Surveys

An electronic copy of this presentation is attached to these recorded minutes.

f. **HELEN SAPP, ODVA WORKERS COMPENSATION PROGRAM ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

- i. Workers Compensation Update

An electronic copy of this presentation is attached to these recorded minutes.

g. **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

An electronic copy of this presentation is attached to these recorded minutes.

h. LISA WHITE, ODVA CHIEF FINANCIAL OFFICER, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

- i. Revolving Fund Revenue
- ii. Average Occupancy
- iii. Total Days of Care
- iv. Current Capital Projects
- v. Roof Repair and Replacement Fund
- vi. OMES IT Decommissioned Applications
- vii. OMES IT DSU Staff Billing
- viii. Purchasing

An electronic copy of this presentation is attached to these recorded minutes.

i. DORITA HERD, CONSTRUCTION ADMINSTRATOR, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:

- i. Review of all construction projects concerning Ardmore, Claremore, Clinton, Lawton, Norman, Sulphur, Talihina, Central Office and agency wide projects.

An electronic copy of this presentation is attached to these recorded minutes.

- ii. 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. Change Order (-\$52,833.00) Tulsa Civil Contractors – Claremore Veteran Center – OMES CAP#19050-1 (CAP FEE \$85.41), provide and install a pond aeration system including 2 submerged aerators, compressor with concrete pad and air lines. Also, a time extension of 45 calendar days.

- i. Action

Commissioner Smithson made the motion to approve the change order

Commissioner Lasser provided the second.

The clerk called the vote and the vote is as follows:

- Ball – Aye
- Costilow - Aye
- Jackson - Aye
- Lasser - Aye
- LeDay - Absent
- Richey - Absent
- Secor - Aye
- Smithson - Aye
- Van Schuyver – Absent

Aye: 6
Nay: 0
Absent: 3

Motion carries

- b. Change Order (\$184,240.00) ENGIE Services US Inc. – Claremore Veteran Center, additional scope of work required: install new parking lot bases, poles and fixtures. Access panel to access exterior soffit can lights for ballast removal and retrofit. Pavilion – retrofit lamps on fence posts, replace fixtures and a 10 Ft electrical break along fence will be required.

- i. Action

Commissioner Secor made the motion to approve the change order
Commissioner Ball provided the second.

The clerk called the vote and the vote is as follows:

Ball – Aye
Costilow - Aye
Jackson - Aye
Lasser - Aye
LeDay - Absent
Richey - Absent
Secor - Aye
Smithson - Aye
Van Schuyver – Absent

Aye: 6
Nay: 0
Absent: 3

Motion carries

- j. **JACKIE WHITTEN, CLAIMS AND BENEFITS ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

- i. Veterans Services Report, Claims and Benefits Division
An electronic copy of this presentation is attached to these recorded minutes.

- k. **LISA MUSSETT, ODVA WOMEN VETERANS COORDINATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

- i. Women Veterans Program Report
 - ii. Ongoing Projects
 - iii. Employment Initiatives and Partnerships
Lisa Mussett was not available to attend the meeting. Jackie Whitten presented her report as a stand in. An electronic copy of this presentation is attached to these recorded minutes.

I. BRINT MONTGOMERY, STATE APPROVING AGENCY ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

- i. Review of Program and Institutional Approvals
- ii. Website Development Update
- iii. Digital Workflow and Project Management Initiative

An electronic copy of this presentation is attached to these recorded minutes.

m. JENNIFER BLOOMFIELD, ODVA EDUCATION AND TRAINING PROGRAMS ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

- i. Education & Training
- ii. LPN & RN Incentive 2019
- iii. LPN & RN Incentive 2020 Fiscal Year Switch

An electronic 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 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.

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

There were no carryover topics

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

There were no suggestions

XV. DISCUSSION AND POSSIBLE ACTION REGARDING THE NEXT REGULARLY SCHEDULED MEETING DATE TO INCLUDE TRAVEL ARRANGEMENTS.

Friday, February 28, 2020
10:00AM
Ardmore Veterans Center
Ardmore, Oklahoma

XVI. ADJOURNMENT

a. CHAIRMAN

Commissioner Secor made the motion to adjourn
Commissioner Lasser provided the second

The Vice Chairman adjourned the meeting at 4:34 PM