NOTICE OF REGULAR MEETING:
The Oklahoma Veterans Commission held a regular meeting on Friday, January 22nd, 2021, at 10:00 AM. This meeting was held at the Vezey Veterans Complex, 2132 NE 36th Street, Oklahoma City. A Notice of this meeting was filed with the Secretary of State’s Office on January 7, 2021.

AGENDA:
Friday, January 22nd, 2021 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
      Commissioner Ball: Present
      Commissioner Costilow: Present
      Commissioner Jackson: Present
      Commissioner Kokendoffer: Absent
      Commissioner Lasser: Present
      Commissioner LeDay: Late (Arrived at 10:28am)
      Commissioner Secor: Present
      Commissioner Smithson: Present
      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 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 acknowledged that there were no visitors or guests present.
VI. 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 Chairman confirmed that there were no sign-ins for public comments.

VII. OKLAHOMA VETERANS COMMISSION
a. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE NOVEMBER 20TH, 2020 OKLAHOMA VETERANS COMMISSION MEETING.
   i. Action
       Commissioner Smithson made the motion to approve the November 20th, 2020 minutes.
       Commissioner Secor 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: Absent
       Commissioner Lasser: Aye
       Commissioner LeDay: Absent
       Commissioner Secor: Aye
       Commissioner Smithson: Aye
       Mr. Chairman: Aye
       The vote is 7 Aye 0 Nay 2 Absent
       Motion Passes

b. DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON NOVEMBER 20TH, 2020
   i. Written Travel Reports Filed by Commissioners
   ii. Presentation of Summary Travel Reports by Commissioners in Lieu of Written Reports
       Commissioner Ball: Attended the Ardmore Cemetery Groundbreaking.
       Commissioner Costilow: Attended the Ardmore Cemetery Groundbreaking.
       Commissioner Jackson: Attended the Ardmore Cemetery Groundbreaking.
       Commissioner Kokendoffer: Absent
       Commissioner Lasser: Had nothing to report.
       Commissioner LeDay: Absent
       Commissioner Secor: Visited the Lawton facility to sing Christmas carols in the month of December. Visited the Lawton facility January 9 th, 2021 for their COVID19 vaccine clinic. Attended the Ardmore Cemetery Groundbreaking
       Commissioner Smithson: Attended the Ardmore Cemetery Groundbreaking.
Mr. Chairman: Visited all seven facilities from the parking lot to deliver cookies and gifts in the month of December.

VIII. 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 Cabinet Secretary gave a brief report on the monthly Cabinet meeting. He stated that on January 7th he participated in a presentation to Leadership Oklahoma which highlighted the major goals of the agency. He stated that there was good feedback from that presentation. He stated that having completed all of the previous year’s goals, he was currently in the process of identifying new goals for the 2021 year. He stated that a plan was in place for he and the Executive Director to travel to Washington D.C to meet with the new Secretary, and he would provide the Commission with a detailed update in the coming months.

IX. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

a. JOEL KINTSEL, EXECUTIVE DIRECTOR, AGENCY REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:
   i. Travel
      a. Ardmore (twice)
         The Director stated that he traveled to the Ardmore Veterans Center twice. Once for the Ardmore Cemetery Groundbreaking, and once with the Chairman and Vice Chairman to observe the construction site. He stated that they did not go into the building due to the current COVID restrictions. He stated that there was also a town hall meeting during that second trip. He stated that the town hall went well, and believed a good discussion was had. He stated that they also had a meeting with the City Manager that same day related to possible locations for the new Ardmore Veterans Center. He stated that Senator Simpson was scheduled to have a meeting next week with a Trust connected to a prospective site.

      ii. Ardmore Cemetery Groundbreaking
         The Director thanks the Commission and the Cabinet Secretary for attending the Groundbreaking in December.

      iii. Status of National Guard Assignment
         The Director stated that he has been on active duty orders since January 13th, 2021 and his current duty assignment ends January 25th, 2021.

      iv. TEEM Partnership Progress
         The Director reminded the Commission of the TEEM goals as it relates to assistance for families of justice involved veterans. He stated that he has placed
a VSR (Veteran Services Representative) at the TEEM location at Classen and 10th. He stated that he will continue to updated the Commission on the progress of this partnership.

v. Legislative Budget Hearings
The Director stated that preliminary budget hearings took place last week. He stated that he felt that went well. The Director said that they have asked for a flat budget this year, and that he would keep the Commission updated as to any changes.

vi. Planning, Budgeting, and Design for Ardmore Veterans Center
a. Actions
The Director stated that he would like permission from the Commission to move forward with planning design processes for the new Ardmore Veterans Center.

Commissioner Ball made the motion to move forward with the design process for the Ardmore Veterans Center
Commissioner Secor 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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

vii. PROPOSED EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. § 307(B)(3) DISCUSSING THE PURCHASE OR APPRAISAL OF REAL PROPERTY RELATING TO A STATE VETERANS CEMETERY IN CONNECTION WITH THE UNION SOLDIERS CEMETERY IN OKLAHOMA CITY, OKLAHOMA.
a. Action to Adjourn to Executive Session
Commissioner Secor made the motion to enter into Executive Session
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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

The Commission entered into Executive Session at 11:07am

The Chairman called a 10 minute break

The Chairman called the meeting back to order at 11:17am in Executive Session

b. Review, Evaluation, and Discussion of the potential Appraisal and Purchase of Real Property for a State Veterans Cemetery in connection with the Union Soldiers Cemetery in Oklahoma City, Oklahoma.

c. Action to Return to Open Meeting from Executive Session Executive Session Sale or Purchase of Real Property in Connection with Union Soldiers Cemetery.

Commissioner Ball made the motion to return to open meeting
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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

The Commission returned to open meeting at 11:39am
viii. DISCUSSION AND POSSIBLE ACTION REGARDING THE EXECUTIVE SESSION
   a. Discussion of Recommendation for Purchase or Appraisal of Real Property.
   b. Action
   Commissioner Lasser made the motion to encourage the Executive Director to explore new ways to increase our opportunities to honor veterans.
   Commissioner Ball 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: Absent
   Commissioner Lasser: Aye
   Commissioner LeDay: Aye
   Commissioner Secor: Aye
   Commissioner Smithson: Aye
   Mr. Chairman: Aye

   The vote is 8 Aye 0 Nay 1 Absent
   Motion Passes

b. SARAH LANE, DEPUTY DIRECTOR, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:
   i. Travel
      a. Ardmore: Cemetery Groundbreaking
         The Deputy Director stated that she attended the cemetery groundbreaking ceremony in Ardmore.

      b. Norman: Operation “Silk Stocking”
         The Deputy Director stated that Lisa Mussett, Trechelle Foreman, and herself worked together on operation “Silk Stocking”. She stated that there are currently less than 30 female veterans residing in our seven homes. She stated that they worked together to make Christmas stockings for all of the female residents, with items ranging from lipstick to female army action figures. She stated that they were able to hand deliver the stockings for the Norman facility.

   ii. Unifier Project Management Platform Fielding Update
       The Deputy Director reminded the Commission that this is the project management software that was previously discussed at the last Commission meeting. She stated that this will allow the agency to track all constructions projects, as well as individual homes projects. She stated that the training for this software will be held this coming Monday and Tuesday.
iii. Camera and Server Upgrades
   The Deputy Director stated that cameras have been increased 19.2% utilizing CARES Act funding. She stated that these cameras are in public access areas only. She stated that server upgrades have resulted in more uniform timelines related to archiving camera footage.

iv. OK Dept of Corrections Volunteer Training
   The Deputy Director stated that the focus at this time due to COVID restrictions was preparation for immediate action once restrictions are lifted. She stated that the first volunteer training was late November-early December. She stated that nearly all VSRs participated in that training. She stated that there is a follow up session next Thursday & Friday.

v. OMES
   The Deputy Director gave the Commission an update on the status of the following:
   a. Refund for Service Deficiencies
      The Deputy Director stated that in December 2020 OMES provided a refund in the form of a credit in the amount of $3,142.00 plus two additional services at no charge on behalf of NTT. She stated that OMES was also providing a one-time credit of $3,142 on behalf of OMES.
   b. Charges for Decommissioned Applications
      The Deputy Director stated that there is still no update from OMES on this. She stated that she continues to ask during their monthly meetings.
   c. Hiring of Chief Technology Officer (CTO)
      The Deputy Director stated that a new CTO has been hired and will be introduced at the next Commission meeting.

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

c. KIM HEATON, GENERAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:
   i. 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 Into Executive Session
         Commissioner Secor made the motion to enter into Executive Session
         Commissioner Smithson 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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

The Commission entered into Executive Session at 12:00pm

b. Litigation Update
c. Investigation Update
d. Action to Return to Open Meeting

Commissioner Smithson made the motion to return to open meeting
Commissioner Secor 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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

The Commission returned to open meeting at 12:38pm

d. SHAWN KIRKLAND, ODVA DIRECTOR OF STATE VETERANS HOMES, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:
   i. Veteran Centers Report
   ii. Hazard Pay Policy Amendment
   iii. COVID Vaccine Report
       A digital version of this presentation is attached to these recorded minutes.
e. CAMI McKinney, ODVA Director of Clinical Compliance, report with possible discussion and action on the following:
   i. Statewide OVC Clinical Report
   ii. COVID Operations Update
   A digital version of this presentation is attached to these recorded minutes.

f. Nanneusha Young, Construction Administrator, report with possible discussion and action on the following:
   i. 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 #01 - $10,298.00 (+CAP Fee $720.00) – Environmental Action Inc. – Claremore Veteran Center - Mold Remediation/Clean up for bathroom wall cavities in C L1 East and C L2 East for Congregate Bath Renovation project.
      b. Change Order #01 - $00.00 – Sawatzky Construction LLC – Claremore Veteran Center – OMES CAP#P20071-2 – Modify scope of work to more accurately fit the work needed by the Center - No cost.
   ii. The following Change Order is presented to the Commission for review and approval:
      a. Change Order #05 - $98,519.42 (+CAP Fee $6,896.35) – Orcutt Winslow – Sallisaw Veteran Center – OMES CAP #19273AE – Additional services as a result of the value engineer analysis, resulting in redesign of the mechanical, site, structural, interiors, etc. to keep the project on budget and within the schedule.
      a. Action
      Commissioner Secor made the motion to approve the change order
      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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

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

g. DISCUSSION AND REQUESTS FOR REMOVAL OF ITEMS FROM CONSENT DOCKET.
i. Discussion.

h. LUNCH BREAK.
   i. Action
      The Commission did not break for lunch. The Commission held a working lunch.

i. CONSENT DOCKET JANUARY 22nd, 2021. 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

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

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 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.

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).

XII. CARRYOVER TOPICS DEFERRED TO A FUTURE AGENDA
   a. None

XIII. SUBMISSION AND DISCUSSION OF POSSIBLE AGENDA ITEMS BY THE OKLAHOMA VETERANS COMMISSION FOR THE NEXT SCHEDULED MEETING.
   The Commission would like to receive monthly updates related to the Mission Act.
   The Commission would like Cemetery details.
The Commission would like a Legislative update related to eligibility requirements for the Commission.

XIV. 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, February 26th, 2021 at 10:00AM
Oklahoma Veterans Center, Ardmore
1015 S. Commerce St
Ardmore, OK 73401

a. Action

Commissioner Secor made the motion to move the February meeting from the Ardmore Veterans Center to Central Office due to COVID19 restrictions. 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: Absent
Commissioner Lasser: Aye
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

XV. ADJOURNMENT
a. CHAIRMAN
i. Motion

Commissioner Smithson made a motion to adjourn
Commissioner LeDay provided the second
There were no objections.

Meeting adjourned at 2:02pm