OKLAHOMA VETERANS COMMISSION
MEETING NOTICE AND AGENDA
JUNE 25th, 2021 10:00AM
Vezey Veterans Complex
2132 NE 36th Street
Oklahoma City, OK 73111

NOTICE OF REGULAR MEETING:
The Oklahoma Veterans Commission held a regular meeting on **Friday, June 25th, 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 7th, 2021.

AGENDA:
Friday, June 25th, 2021 10:00 AM

I. CALL TO ORDER
The Chairman called the meeting to order at 10:03am

II. DETERMINATION OF QUORUM

a. **ROLL CALL AND INTRODUCTION OF COMMISSIONERS**
Commissioner Ball: Present
Commissioner Costilow: Present
Commissioner Jackson: Present
Commissioner Kokendoffer: Present
Commissioner Lasser: Absent
Commissioner LeDay: Late (10:10am)
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 OF INCOMING COMMISSIONERS, GARY MILES AND HEATHER MCEVER
The Chairman invited incoming Commissioners Miles and McEver to introduce themselves to the Commission.

VI. INTRODUCTION AND WELCOME TO VISITORS AND GUESTS

The Chairman acknowledged and welcomes the visitors and guests.

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.

The Chairman confirmed that there were no sign-ins for public comments.

VIII. OKLAHOMA VETERANS COMMISSION

a. **DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE MARCH 26th, 2021 OKLAHOMA VETERANS COMMISSION MEETING**

i. Action

Commissioner Ball made the motion to approve the March 26th 2021 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: Aye
Commissioner Lasser: Absent
Commissioner LeDay: Was not present for the vote
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 7 Aye 0 Nay 2 Absent
Motion Passes

b. **DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE JUNE 3rd, 2021 OKLAHOMA VETERANS COMMISSION MEETING**

i. Action

Commissioner Smithson made the motion to approve the June 3rd 2021 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: Aye
Commissioner Lasser: Absent

Commissioner LeDay: Was not present for the vote
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 7 Aye 0 Nay 2 Absent
Motion Passes

c. **DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON MARCH 26th, 2021**

i. Written Travel Reports Filed by Commissioners

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

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

Commissioner Ball: Reported having traveled to Norman x2
Commissioner Costilow: Reported having traveled to Talihina
Commissioner Jackson: Reported having traveled to Sulphur x5 and Ardmore x4
Commissioner Kokendoffer: Reported having traveled to Sallisaw.
Commissioner Lasser: Was absent
Commissioner LeDay: Was not yet present
Commissioner Secor: Reported having traveled to Lawton x3, Sulphur, and Ardmore.
Commissioner Smithson: Had nothing to report.
Mr. Chairman: Reported having traveled to all seven facilities, as well as the Sallisaw location.

d. **DISCUSSION AND REQUESTS FOR REMOVAL OF ITEMS FROM CONSENT DOCKET.**

i. Discussion

Commissioner Secor requested that the section related to HR be removed from the consent docket for possible discussion.

Commissioner Ball requested that the section related to Construction be removed from the consent docket for possible discussion.

There were no objections.

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 due to a prior commitment.

X. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

a. **JOEL KINTSEL, EXECUTIVE DIRECTOR, AGENCY REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

i. Travel

The Director reported having traveled with the Deputy Director to Ardmore, Claremore, Clinton, Lawton, Norman, Sulphur, Sallisaw, Enid and Hobart. He stated that the Deputy Director did not accompany him on his visit to the Talihina facility.

ii. Legislative Update & Budget Highlights

The Director stated that the agency has been able to achieve most of what they set out to this session. He highlighted SB86, SB114, SB282, SB 285, SB 333, SB 415, and SB 809.

iii. OMES-IT

The Director stated that he did not need to have this item on the agenda, as he was able to meet yesterday (*June 24th*) with OMES at 9:00am. The meeting concluded after the deadline to remove the item from the agenda. The Director stated that this meeting was related to the internal OMES document he had received related to a 200% increase in IT costs. He stated that in the meeting yesterday, the majority of that increase had been removed – with the promise from OMES to continue the conversation related to lowering the cost further.

iv. Real ID Update

The Director stated that the agency was still in the process of trying to integrate the Real ID update into the Veterans Registry. He stated that due to COVID-19, the progress had ben halted over the last year. He stated that he had a recent meeting with DPS where the conversation continued to move in a positive direction. He stated that the thought process was to add an item to the front of the Real ID indicating 100% disabled Oklahoma Veteran, which would in turn (eventually) become what the eligible Veteran would provide to retailers for proof of tax exempt status.

v. Ardmore Bond Financing

The Director stated he has requested Commissioner Jacksons assistance related to this discussion. He stated that due to many contributing

factors, he felt it was time to begin the process for obtaining the Ardmore Bond Financing for the Ardmore Project.

Commissioner Jackson provided additional details in the form of a trends analysis.

a. Action

Commissioner Secor made the motion to move forward with the process to secure the Ardmore Bond Financing.
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: Aye
Commissioner Lasser: Absent
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.

b. **SARAH LANE, DEPUTY DIRECTOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**

i. Resident Satisfaction Survey Travel Plan

The Deputy Director stated that the Resident Satisfaction Survey was circulated to the Residents this last May. She stated that the results were in, and a Travel schedule had been set up to meet with the Resident Counsel members of each facility to discuss the results over the next eight weeks.

ii. Veterans Center Travel Report Online Reporting Tool

The Deputy Director stated that an online reporting tool has been created to make Commissioner Travel and facility reporting easier. She stated that this will also help track any travel related issues that may need to be addressed.

iii. Marketing Contract

The Deputy Director stated that the agency has executed a marketing contract with Jones PR, and have held the first two meetings with them to outline the marketing goals for the agency.

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. Construction Bond Discussion

ii. **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 Smithson made the motion to enter into Executive Session.
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: Aye
Commissioner Lasser: Absent
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 10:48am

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

Commissioner Secor made the motion to return to open meeting.
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: Absent
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 11:59am

The Chairman called for a 10 minute break at 12:00pm

The Chairman called the meeting back to order at 12:10pm

iii. **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(l)(3).**

a. Action to Enter 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:
Commissioner Ball: Aye
Commissioner Costilow: Aye
Commissioner Jackson: Aye
Commissioner Kokendoffer: Aye

Commissioner Lasser: Absent
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 12:10pm

b. Discussion of Requested Maintenance Charge reduction for Sulphur Resident.
c. Action to Return to Open Meeting from Executive Session.

Commissioner Smithson made the motion to return to open meeting.
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: Absent
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 12:55pm

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

Commissioner Smithson made the motion to approve a waiver in the amount of $9,060.91 from the current outstanding balance for the expense incurred by the Resident's spouse as authorized in ODVA rule 770:10-3-1(1)(3).
Commissioner Secor provided the second.

The Clerk called the vote, and the vote is as follows:
Commissioner Ball: Aye
Commissioner Costilow: Aye
Commissioner Jackson: Nay
Commissioner Kokendoffer: Aye
Commissioner Lasser: Absent
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Nay

The vote is 6 Aye 2 Nay 1 Absent
Motion Passes

d. **SHAWN KIRKLAND, DIRECTOR OF HOMES, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
    i. Veterans Centers 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

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

f. **NANNEEUSHA YOUNG, CONSTRUCTION ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
    i. The following Change Order is presented to the Commission for review and approval:

        a. Change Order #003 - $170,449.00 (+CAP Fee $1,704.49) – Flintco, LLC – Sallisaw Veterans Center, Sallisaw, OK – OMES CAP #19273CM – This change order is to finalize the generator cost escalation as a result of the dining room and COVID wing requirements.
            a. Action

Commissioner Ball 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: Aye
Commissioner Lasser: Absent
Commissioner LeDay: Aye
Commissioner Secor: Was out of the room
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 7 Aye 0 Nay 2 Absent
Motion Passes

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

a. Change Order #001 - $5,413.17 (+CAP Fee $54.13) – Imajanus, Inc. – Sulphur Veterans Center, Sulphur, OK – OMES CAP #20303 – Due to COVID-19, the cost of materials has increased 40-50% since the bid for this project was submitted and awarded.

b. Change Order #001 - $2,675.87 (+CAP Fee $26.75) – Imajanus, Inc. – Norman Veterans Center, Norman, OK – OMES CAP #20302 – Due to COVID-19, the cost of materials has increased 40-50% since the bid for this project was submitted and awarded.

c. Change Order #001 – $11,717.03 (+CAP Fee $117.17) – Imajanus, Inc. – Lawton Veterans Center, Lawton, OK – OMES CAP # 20301 - Due to COVID-19, the cost of materials has increased 40-50% since the bid for this project was submitted and awarded. Additional scope of work to address drainage issues related to the pad to control water runoff.

d. Change Order #001 – $2,730.91 (+CAP Fee $27.30) – Imajanus, Inc. – Ardmore Veterans Center, Ardmore, OK – OMES CAP # 20299 - Due to COVID-19, the cost of materials has increased 40-50% since the bid for this project was submitted and awarded.

e. Change Order #002 – ($33,351.07 Deduct) +CAP Fee $333.51 – Rick Scott Construction – OK State Veterans Cemetery, Ardmore, OK – OMES CAP #20179 – Replace wood sign posts with precast sign posts and sales tax reimbursement.

f. Change Order #001 - $32,667.00 (+CAP Fee $326.67) – Caddell & Co. LLC – Norman Veterans Center, Norman, OK – OMES CAP#19318 – Address slab moisture readings while installing flooring and increase days needed to complete the project.

g. Change Order #002 - $10,070.64 (+CAP Fee $100.71) – Caddell & Co. LLC – Norman Veterans Center, Norman, OK – OMES CAP # 19318 – Add appropriate stair tread to prevent resident falls.

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

g. **PAMELA ARMS, ADMINISTRATOR, SULPHUR VETERANS CENTER, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

i. Administrator Acknowledgements
ii. Overtime
iii. Vacancies
iv. GALT
v. Workers Compensation Update
vi. Census
vii. Average Occupancy
viii. Total Days of Care

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

h. **LUNCH BREAK**

The Commission did not take a lunch break. There was a working lunch.

i. **CONSENT DOCKET JUNE 25th, 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
x. Mission Act Update – Joel Kintsel

Commissioner Ball acknowledged that his questions were answered in the change order briefing provided earlier in the agenda.

Tracy Spencer was out of the office attending to an HR matter and was unable to present to the Commission outside of the Consent Docket.

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 (5) minutes per person. The Board Chairman may limit, 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 limit, interrupt, terminate or postpone public comments as necessary to effectuate the management of the public meeting.

There were no public comments.

XII. OKLAHOMA VETERANS COMMISSION

a. **DISCUSSION AND POSSIBLE ACTION REGARDING THE ELECTION OF OFFICERS TO THE OKLAHOMA VETERANS COMMISSION**

i. Chairman

a. Action

Commissioner Smithson made the motion to nominate the current Chairman, Commissioner Van Schuyver for a second term.
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: Absent
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

ii. Vice Chairman

a. Action

Commissioner Smithson made the motion to nominate the current Vice Chairman, Commissioner Costilow for a second term.
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: Aye
Commissioner Lasser: Absent
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

iii. Secretary

a. Action

Commissioner Secor made the motion to nominate Commissioner Jackson as the new Secretary.
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: Absent
Commissioner LeDay: Aye
Commissioner Secor: Aye
Commissioner Smithson: Aye
Mr. Chairman: Aye

The vote is 8 Aye 0 Nay 1 Absent
Motion Passes

XIII. RECOGNITION OF OUTGOING COMMISSIONERS, GARY SECOR AND LLOYD SMITHSON

Commissioners Secor and Smithson were honored for their service and dedication to the Oklahoma Veterans Commission by the Director, Deputy Director, and the

Chairman. The Commissioners were presented with a plaque reflecting their service to the Veterans of the State of Oklahoma on behalf of the Commission.

XIV. 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 (24 hours prior to the meeting).

There was no new business.

XV. CARRYOVER TOPICS DEFERRED TO A FUTURE AGENDA

There were no carryover topics.

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

There were no submissions

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

July 30th, 2021
Oklahoma Veterans Center, Lawton
501 SE Flower Mound Road
Lawton, OK 73501

The Chairman stated that this would be subject to change depending on the status of COVID-19

XVIII. ADJOURNMENT

a. CHAIRMAN
   i. Motion

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

Meeting adjourned at 2:43pm

JGB