



## SERVICE OKLAHOMA OPERATOR BOARD

### AUGUST 13, 2025, MEETING MINUTES

Notice of the Service Oklahoma Operator Board meeting was posted with the Oklahoma Secretary of State on December 11, 2023, and posted on the door of 6015 N. Classen Blvd., Oklahoma City, OK 73118 on August 11, at 8:30 am.

1. The Service Oklahoma Operator Board meeting was Called to Order at 3:30 pm.
2. After taking roll of the members present, it was determined that a quorum was present. The following members were in attendance:

Amber Brock	Baxter Lewallen	Todd Currie
Diedra O'Neil on behalf of Jay Doyle		
Jeff Mize	Lauren Toppins	Lex Gaylord

3. A motion to approve July 9, 2025, Regular Meeting Minutes was made by Lex Gaylord, seconded by Diedra O'Neil, and approved unanimously by the Board.
4. Diedra O'Neil presented the Service Oklahoma Report.
5. Todd Currie motioned to deny a flooring exemption and approve an hour of deviation exemption for the Alva licensed operator location. Baxter Lewallen seconded the motion and approved unanimously by the Board.
6. Todd Currie motioned to deny a flooring exemption for the Okemah licensed operator location. Baxter Lewallen seconded the motion and approved unanimously by the Board.
7. Diedra O'Neil motioned to approve the square footage exemption contingent upon the 3-mile rule for the North Tulsa licensed operator location. Todd Currie seconded the motion and approved unanimously by the Board.
8. Diedra O'Neil motioned to nominate Michael Graham, Baxter Lewallen seconded, and the Board voted unanimously in favor of nominating Michael Graham to the Licensed Operator Advisory Committee.

9. Jeff Mize motioned to nominate Jacqueline McClintock and Dana Underwood, Baxter Lewallen seconded, and the Board voted unanimously in favor of nominating Jacqueline McClintock and Dana Underwood to the Licensed Operator Advisory Committee.
10. Diedra O'Neil motioned to nominate Tana Steinbruck, Lex Gaylord seconded, and the Board voted unanimously in favor of nominating Tana Steinbruck to the Licensed Operator Advisory Committee.
11. Diedra O'Neil motioned to enter into Executive Session to consider confidential licensed operator matters, pursuant to 25 O.S. §307(B)(7). The motion was seconded by Jeff Mize and passed unanimously. The Board entered Executive Session at 3:49 pm.
12. The Board resumed Open Session at 3:56 pm.
13. Lex Gaylord motioned to approve the application to sell or transfer the existing licensed to operate the Broken Bow designated Service Oklahoma location held by Janet McCoy to Kendra McIntyre contingent upon compliance with brand standards in six months. Todd Currie seconded the motion and the Board approved unanimously.
14. Baxter Lewallen motioned to approve the application to sell or transfer the existing licensed to operate the Moore designated Service Oklahoma location held by Cindy Virgin to Emily Virgin. Jeff Mize seconded the motion and the Board approved unanimously.
15. Jeff Mize motioned to approve the application to sell or transfer the existing licensed to operate the Oklahoma City designated Service Oklahoma location held by Teresa Hornbeek-Bruce to Sonya Triplett contingent upon compliance with brand standards in six months. In addition, Jeff Mize motioned to approve of her square footage exemption. Diedra O'Neil seconded the motion and the Board approved unanimously.
16. Seeing no other business, a motion to adjourn was made by Baxter Lewallen, seconded by Jeff Mize, and approved unanimously in favor by the Board.
17. The meeting adjourned at 4:12 pm.