



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 30th, 2019

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 on September 27th, 2019. These minutes are a true and correct representation of the happenings that took place on the above mentioned meeting date.

Larry Van Schuyver
Signature of Chairman
Larry Van Schuyver
Oklahoma Veterans Commission



Jennifer Bloomfield
Signature of Recording Clerk
Jennifer Bloomfield
Oklahoma Department of Veterans Affairs

The foregoing instrument was subscribed to me on this 27th day of September, 2019 by Commissioner Larry Van Schuyver as Chairman of the Oklahoma Veterans Commission.

Leona Watson
Upon my Seal and Signature
Notarial Officer



**OKLAHOMA VETERANS COMMISSION
MEETING MINUTES
August 30th, 2019
Norman Veterans Center
1776 East Robinson Street
Norman, OK 73071**

NOTICE OF REGULAR MEETING:

The Oklahoma Veterans Commission held a regular meeting on **Friday, August 30, 2019, at 10:00 AM** at the Norman Veterans Center, 1776 East Robinson Street, Norman, OK. A Notice of this meeting was filed with the Secretary of State's Office on December 7, 2018.

Disclaimer: *Minutes from the Oklahoma Veterans Commission are usually transcribed via audio playback of a recording device. On August 30, 2019, the recording device malfunctioned, and the microphones did not pick up sound for the duration of the meeting.*

The following recorded minutes were documented via the clerks' notes and memory of events.

No digital recording with audio of this meeting exists. A digital recording documenting 1:45:12 Open Meeting (of silence), 1:16:54 Executive Session (of silence), and 0:9:36 open meeting (of silence) is stored in the usual archive.

AGENDA:

Friday, August 30, 2019 10:00 AM

I. CALL TO ORDER

The Chairman called the meeting to order at 10:04am

II. DETETERMINATION OF QUORUM

a. ROLL CALL AND INTRODUCTION OF COMMISSIONERS

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

Ball: Present

Costillow: Present

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Late

Richey: Present

Secor: Present

Smithson: Present

Van Schuyver: Present

b. DECLARATION OF QUORUM

The Chairman declared a Quorum

III. ANNOUNCEMENT REGARDING SIGN-IN FOR OPEN PUBLIC COMMENTS (Refer to Agenda Item X)

The Chairman announced that a sign in sheet was available to anyone who would like to speak in open public comment.

IV. INVOCATION

Commissioner Ball led the Invocation

V. PLEDGE OF ALLEGIANCE

Commissioner Smithson led the Pledge of Allegiance

VI. OKLAHOMA VETERANS COMMISSION

a. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE JULY 26th, 2019 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Smithson made a motion to approve the July 26th meeting minutes. Commissioner Ball provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Not present for the vote

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The clerk let the Chairman know that the motion carries

b. DISCUSSION AND POSSIBLE ACTION REGARDING TOWN HALL MEETINGS AND TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON JULY 26th, 2019.

i. Written Travel Reports Filed by Commissioners

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

The following Commissioners reported the below defined travel:

Ball: Attended the Town Hall Meeting at Norman

Costillow: Attended the Town Hall Meeting at Lawton

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Not present for the report

Richey: Attended the Town Hall Meetings at Ardmore and Talihina

Secor: Attended the Town Hall Meetings at Clinton and Lawton, as well as visited the Lawton facility on other occasions.

Smithson: Had nothing to report

Van Schuyver: Attended the Town Hall Meeting at Norman

c. DISCUSSION AND POSSIBLE ACTION REGARDING MODIFICATION OF THE DATE, TIME, OR LOCATION OF ONE OR MORE MEETINGS REMAINING ON THE 2019 PUBLISHED MEETING SCHEDULE.

i. Action

Commissioner Secor made a motion to modify the meeting location for the September 27th, 2019 meeting from Talihina to Central Office. Commissioner Ball provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Not present for the vote

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The clerk let the Chairman know that the motion carries

d. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF THE 2020 MEETING SCHEDULE.

ii. Action

Commissioner Ball made a motion to approve the Monthly schedule for 2020 as defined below. Commissioner Smithson provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Not present for the vote

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The clerk let the Chairman know that the motion carries

The 2020 Meeting Schedule is as follows:

January 31, 2020, Vezey Veterans Complex, OKC

February 28, 2020, OVC Ardmore
March 27, 2020, OVC Clinton
April 24, 2020, Vezev Veterans Complex, OKC
May 29, 2020, OVC Lawton
June 26, 2020, OVC Sulphur
July 31, 2020, Vezev Veterans Complex, OKC
August 28, 2020, OVC Norman
September 25, 2020, OVC Talihina
October 30, 2020, Vezev Veterans Complex, OKC
November 20, 2020, OVC Claremore

e. DISCUSSION AND POSSIBLE ACTION REGARDING CENTER SECURITY AND POTENTIAL USE OF RESERVE STATUS LAW ENFORCEMENT OFFICERS OR OTHER OPTIONS.

i. Action

Commissioner Richey made a motion to form a Committee in an effort to further discuss this topic. Commissioner Secor provided the second. Commissioners Richey, Smithson, and Van Schuyver volunteered to be on the Committee

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Not present for the vote

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The clerk let the Chairman know that the motion carries

VII. INTRODUCTION AND WELCOME TO VISITORS AND GUESTS

The Chairman welcomed the visitors and guests

VIII. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

a. DOUG ELLIOTT, EXECUTIVE DIRECTOR'S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

i. Agency Program Updates

A. Town Hall Meetings

The Director let the Commission know that all but two of the Town Hall Meetings had been successfully held. Claremore and Sulphur are on the schedule to be completed in September. He stated that the Claremore Town Hall had been rescheduled to September 30th at 6pm

B. Employee Surveys & Culture

The Director let the Commission know that the Employee survey had been conducted, and went out to an estimated 50% of current staff. The Director stated that ODVA's ranking on that survey was about par with the Department of Public Safety.

C. OMES-IT Application Maintenance Cost Savings

The Director provided the Commission with a breakdown of application charges from OMES on applications that are no longer in use. An electronic copy is available as an attachment to these recorded minutes.

D. Status of Healthcare Advocacy

The Director stated that HCA had been stalled due to concerns from the Oklahoma City VA CEO that HCA was not the answer. The Director stated that they were under the mistaken impression that the ODVA was disparaging the Federal VA.

E. OKARNG Blackhawk Visit

The Director provided information and photographs to the Commission regarding the Blackhawk visit to the Norman Veterans Center.

b. JOEL KINTSEL, DEPUTY EXECUTIVE DIRECTOR'S REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

i. Directors Conference

The Deputy Director informed the Commission that he had attended the Directors Conference August 11th-15th, 2019. He stated that during that conference, it was desired to set up a meeting with neighboring state officials in Kansas, Arkansas, and Missouri, as well as further discuss the addition of geriatric psych beds, and their per diem.

c. SARAH LANE, ODVA LEGAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

i. Adoption - Emergency Rule making

- a. Revocation of Title 770, Subchapter 7 – Honorable Interment of Indigent Veterans Program
- b. Revocation of Title 15, State Accrediting Agency.

ii. Action

Commissioner Secor made a motion to approve the revocation of Title 770, Subchapter 7 – Honorable Interment of Indigent Veterans Program. Commissioner Smithson provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Aye

Richey: Aye

Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The clerk let the Chairman know that the motion carries.

Commissioner Ball made a motion to approve the revocation of Title 15, State Accrediting Agency. Commissioner Secor provided the second.

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

Ball: Aye
Costillow: Aye
Jackson: Absent
Lasser: Absent
LeDay-Mauney: Aye
Richey: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The clerk let the Chairman know that the motion carries.

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

- i. Change Order for review and approval by the Commission
 - a. Change Order (\$1,780,958.71) – Orcutt-Winslow – Sallisaw (Talihina) Veteran Center - OMES CAP#19273AE. Change Order to increase funding needed as a result of (1) increase in facility square footage of approximately 28,000 ft² and (2) refinement and increase in construction cost estimate from \$42,500,000 to \$57,015,071.32.
- ii. Action

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

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

Ball: Aye
Costillow: Aye
Jackson: Absent
Lasser: Absent
LeDay-Mauney: Aye
Richey: Aye
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The clerk let the Chairman know that the motion carries.

- e. **ROBERT ARRINGTON, NORMAN ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
- i. Administrator Acknowledgement
 - ii. Human Resources Update
 - iii. Overtime
 - iv. Vacancies
 - v. GALT
 - vi. Workers Compensation Update
 - vii. Census
 - viii. Average Occupancy
 - ix. Total Days of Care
 - x. Demographics
 - xi. Construction Projects

A digital copy of the documentation presented is available as an attachment to these recorded minutes.

At 11:40am, the Chairman called a recess for Lunch

At 12:47pm, the Chairman called the meeting back to order

IX. PROPOSED EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. § 307(B)(1) DISCUSSION REGARDING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF ANY INDIVIDUAL SALARIED EMPLOYEE:

- i. Possible Discussion and Action to Adjourn to Executive Session.

Commissioner Smithson made a motion to go into Executive Session. Commissioner Secor provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Aye

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The Commission went into Executive Session at 12:49pm

- ii. Possible Discussion of Employment, Hiring, Appointment, Promotion, Demotion or Resignation of Executive Director, Doug Elliott.

iii. Possible Discussion of Succession Planning for the Hiring, Appointment, Promotion, Demotion or Resignation of an Interim or Successor Executive Director.

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

Commissioner Secor made a motion to return to Open Meeting from Executive Session. Commissioner Smithson provided the second.

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

Ball: Aye

Costillow: Aye

Jackson: Absent

Lasser: Absent

LeDay-Mauney: Aye

Richey: Aye

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The Commission came out of Executive Session at 2:00pm

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 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

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).

There was no new business

XII. CARRYOVER TOPICS DEFERRED TO FUTURE AGENDA

- a. Employee Recognition Program
- b. 2020 Commission Meeting Schedule

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

The Commission would like an update on the status of Veterans Registry Program

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

a. Possible discussion of next regularly scheduled meeting:

Friday, September 27th, 2019, 10:00AM

Talihina Veterans Center

10014 SE 1138th Avenue

Talihina, Oklahoma

b. Action

The Commission voted in an earlier action to move the Talihina meeting to the Vezey Veterans Complex, OKC. The next scheduled meeting will be

Friday, September 27th, 2019, 10:00AM

Vezey Veterans Complex

2132 NE 36th Street

Oklahoma City, Oklahoma

XV. ADJOURNMENT

a. CHAIRMAN

i. Action

Commissioner Secor made a motion to adjourn. Commissioner Smithson provided the second.

The meeting adjourned at 2:06pm