



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: October 25th, 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 January 31, 2020. 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 31st day of January, 2020 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
October 25th, 2019
Vezev Veterans Complex
2132 NE 36th Street
Oklahoma City, OK 73111**

NOTICE OF REGULAR MEETING:

The Oklahoma Veterans Commission held a regular meeting on **Friday, October 25th, 2019**, 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 December 7, 2018.

AGENDA:

Friday, October 25, 2019 10:00 AM

I. CALL TO ORDER

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

II. DETETERMINATION OF QUORUM

a. ROLL CALL AND INTRODUCTION OF COMMISSIONERS

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

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 welcomed the visitors and guests. Rep. Tommy Harden was in the gallery.

VI. ANNOUNCEMENT REGARDING SIGN-IN FOR OPEN PUBLIC COMMENTS

The Chairman announced that the sign in sheet for public comment was available

VII. OKLAHOMA VETERANS COMMISSION

a. DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE SEPTEMBER 27th, 2019 OKLAHOMA VETERANS COMMISSION MEETING.

i. Action

Commissioner Ball made the motion to accept the September 27th, 2019 minutes

Commissioner Secor provided the second

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

Ball: Aye
Costillow: Aye
Jackson: Aye
Lasser: Aye
LeDay-Mauney: Not present for the vote
Richey: Not present for the vote
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries

b. DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON SEPTEMBER 27th, 2019.

- i. Written Travel Reports Filed by Commissioners
The Commissioners submitted their written travel reports to the clerk
- ii. Presentation of Summary Travel Reports by Commissioners in Lieu of Written Reports

The Commissioners verbally reported the following travel:

Ball: Commissioner Ball reported travel to the Claremore and Norman facilities
Costillow: Had nothing to report
Jackson: Commissioner Jackson reported travel to the Sulphur and Ardmore facilities
Lasser: Had nothing to report
LeDay-Mauney: Was not present for the report
Richey: Was not present for the report
Secor: Commissioner Secor reported visits to the Lawton and Sulphur facilities
Smithson: Had nothing to report
Van Schuyver: Chairman Van Schuyver reported visits to Ft. Smith Arkansas, as well as the Talihina Facility

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
 - ii. Suicide Prevention
 - iii. Veteran Incarceration
 - iv. Health Care Pilot Program (Force 50)

A special meeting was requested by Commissioner Lasser to review the details of the Force 50 program and the roll ODVA will play in the program.

Commissioner Secor stated that he was concerned about the 38% Admin costs associated with the program. Commissioner Lasser added that anything above 25% would be considered high. The Secretary stated that he would bring this up at the next opportunity and get back with the Commission.

IX. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

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

i. Employee Town Hall Meetings

The Director stated that five of the seven scheduled meetings had been completed. The next meeting is scheduled for the 29th in Clinton, and Sulphur is scheduled for the second week of November. He stated that they have conducted one meeting for each shift at all of the facilities, with the exception of Talihina. Two meetings rather than three were conducted at Talihina due to the smaller number of staff. The Director stated that the overall mood from staff seems to be improving. He stated that the feedback that he is hearing is in regard to staffing. He stated that they are actively working on addressing these concerns.

ii. Resident Council Meeting

The Director stated that he attended the most recent Resident Council Meeting in Norman and that he felt the meeting went well. He stated that they are scheduled to return next Wednesday for a follow-up meeting with some of the Residents who had requested a one-on-one audience.

iii. OVC Tour and Budget Meeting with Secretary Mazzei

The Director stated that he attended a tour with Secretary Mazzei on October 14th at the Norman Veterans Center. The Director stated that they spent in excess of an hour walking around the facility, meeting with Providers and Residents, and showcasing to the Secretary a typical day in our facilities. The Budget meeting was held on Monday and stated that ODVA was praised as "*An example to other agencies*" in terms of agency financial management.

The Director stated that one topic that was brought up in that meeting was the rising costs of IT with OMES. He stated that the Secretary stated that they were aware of this, and that the Governor had a plan to help cover the costs. The Director stated that he would update the Commission as more information becomes available.

iv. Cemetery Grant Award

The Director stated that the Federal VA is planning to award ODVA 5.9 million dollars to build the State Cemetery at Ardmore. The Director stated that Dorita Herd would go into more detail about the timeline and plans for this in her presentation later in the meeting.

Commissioner Secor stated that he would like to discuss veteran spouse burial benefits.

The Deputy Director stated that they would be looking into this in more detail.

v. National Mental Health Awareness Day Event and Special Project

The Director stated that the Secretary, along with Bradley Ward helped organize the event. He stated that the focus was on Veteran Suicide. He stated that Randy Reynolds to develop extensive research project to look at the states that are succeeding in lowering those numbers vs those that are not. The goal being to identify projects or trends that have bearing. The Director stated that he expects a report on this by the end of the year.

vi. Economic Impact Study of Full Income Tax Exemption for Military Retirement Purchase of Credit for Military Service for State Retirement

The Director stated that he would be signing an interagency agreement later today with UCO to begin the research project or third party fiscal analysis to present to the Governor's Office, as well as the Legislature. The Director stated that he believes this will indicate that the exemption will actually make money for Oklahoma rather than it being a negative fiscal impact. The Director stated that all of the states surrounding Oklahoma do not tax the military retirement of their residents.

The Chairman called for a break at 11:05am

The meeting was called back to order at 11:15am

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

i. Recognition of Central Office Long Tenured Employees

The Deputy stated that the staff member that was designated for this topic was tasked off-site and unable to attend. She stated that this would be revisited at the next quarterly meeting. The Deputy stated that as a new standing agenda item, as the Commission travels to the various centers- long tenured employees from each facility will be recognized and introduced to the Commission. She stated that it has quickly come to their attention that there are quite a few impressive tenures within ODVA, and that she was excited to recognize those staff members accordingly.

ii. Commissioner Orientation Update

The Deputy stated that all new Commissioner Orientations had been completed within the last month.

iii. Fleet Report

The Deputy introduced Cheri Higgs as the Fleet Manager. She stated that there were 108 vehicles in the ODVA fleet at this time. The Deputy provided slides to offer more detail on the fleet which is attached to these recorded minutes.

iv. USDVA Designated Veterans Day Celebrations

The Deputy stated that she had been in contact with all three locations that were being recognized by the U.S Department of Veterans Affairs as regional sites for the Veterans Day celebrations in Oklahoma. She provided slides to detail the events from each community. An electronic copy of this information is attached to these recorded minutes.

v. OMES-Real Property Meeting with Leadership

The Deputy stated that a meeting took place with the Director of OMES to review Real Property concerns. She stated that one of the topics was the disposition of the Talihina property.

vi. Disposition of Real Property in Talihina, OK

The Deputy reminded the Commission that ODVA would need to sell the Talihina property during the construction phase for the new building. She stated that this is so that the proceeds from the sale could then be directed back into the construction of the new property. She stated that if the funds are not used in this way, the funds from the sale would go back to the state rather than the new location. The Deputy stated that at this time the local Tribe has shown some interest, and OMES has started a dialog with them re: this matter.

vii. HRTG Program Transfer of Responsibility

The Deputy stated that the Program Manager had accepted an APO position at the Sulphur Veterans Center and would be moving from the full time Program Manager Responsibilities for the HRTG. She stated that Randy Reynolds would be assuming the responsibility of the HRTG Program Manager.

c. **ERIN KENNEDY, ODVA LEGAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**

i. Delinquency and Electronic Payments

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 Adjourn to Executive Session

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

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

Ball: Aye

Costillow: Aye

Jackson: Aye

Lasser: Aye

LeDay-Mauney: Not present for the vote

Richey: Not present for the vote

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

The Commission entered into Executive Session at 12:09pm

a. Litigation Update

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 MAINTENACE CHARGE PURSUANT TO OAC 770:10-3-1(I)(3).**

- A. Discussion of Requested Maintenance Charge reduction for Ardmore resident.
- B. Action to Return to Open Meeting from Executive Session.

Commissioner Smithson made the motion to adjourn to return to open meeting

Commissioner Secor provided the second

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

Ball: Aye
Costillow: Aye
Jackson: Aye
Lasser: Aye
LeDay-Mauney: Not present for the vote
Richey: Not present for the vote
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

The Commission returned to open meeting at 12:46pm

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

- A. Action.

Commissioner Smithson made the motion deny the request, and not seek reimbursement for the past three months

Commissioner Secor provided the second

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

Ball: Aye
Costillow: Aye
Jackson: Aye
Lasser: Aye
LeDay-Mauney: Not present for the vote
Richey: Not present for the vote
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

LUNCH BREAK

Lunch began at 12:49pm, and ended at 1:20pm

d. 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.

e. 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.

f. 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. Purchasing Update**
- vii. OMES-IT Overpayments**

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

g. 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.

a. The following change order is to be submitted for approval by the Commission:

Change Order (\$96,900.00) – EDA + FKI Engineers (+CAP FEE \$6,783.00) – Ardmore, Lawton, Norman & Sulphur Veteran Centers – FAI: 40-063, Increase purchase order to expand scope of work to include services for the 96-hour fuel storage requirement to existing emergency generators.

b. Action

Commissioner Secor 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

Costillow: Aye

Jackson: Aye

Lasser: Aye

LeDay-Mauney: Not present for the vote

Richey: Not present for the vote

Secor: Aye

Smithson: Aye

Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

ii. Sallisaw Design Update
Oklahoma Veterans Cemetery at Ardmore

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

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

i. Veterans Services Report, Claims and Benefits Division
ii. Joint Service Officer Training

Mr. Whitten went out of order at 11:20am due to a previous commitment.

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

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

i. Women Veterans Program Overview

- ii. Tribal Women Veterans Summit
- iii. Women Veterans Recognition Day
- iv. Ongoing Projects
- v. Employment Initiatives and Partnerships

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

j. BRADLEY WARD, VETERANS SERVICES AND EDUCATION PROGRAMS ADMINISTRATOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

- i. Veterans Suicide Statistical Update

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

k. 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. Agency Compliance Coordinator
- iv. Center License Renewals - Lawton Veterans Center
 - a. Action

Commissioner Secor made the motion to renew the license for the Lawton facility
 Commissioner Smithson provided the second

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

Ball: Aye
 Costillow: Was out of the room for the vote
 Jackson: Aye
 Lasser: Aye
 LeDay-Mauney: Not present for the vote
 Richey: Not present for the vote
 Secor: Aye
 Smithson: Aye
 Van Schuyver: Aye

The vote was 6 Aye, 0 Nay, with three Commissioners not present for the vote.

Motion carries.

v. Center License Renewals - Norman Veterans Center

- a. Action
- Commissioner Ball made the motion to renew the license for the Norman facility
 Commissioner Lasser provided the second

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

Ball: Aye
 Costillow: Aye
 Jackson: Aye

Lasser: Aye
LeDay-Mauney: Not present for the vote
Richey: Not present for the vote
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

vi. Center License Renewals - Sulphur Veterans Center

a. Action

Commissioner Ball made the motion to renew the license for the Sulphur facility
Commissioner Jackson provided the second

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

Ball: Aye
Costillow: Aye
Jackson: Aye
Lasser: Aye
LeDay-Mauney: Not present for the vote
Richey: Not present for the vote
Secor: Aye
Smithson: Aye
Van Schuyver: Aye

The vote was 7 Aye, 0 Nay, with two Commissioners not present for the vote.

Motion carries.

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

1. CAMI MCKINNEY, ODVA INTERIM COMPLIANCE DIRECTOR, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:

- i. Clinical
- ii. CMS Medicare Medicaid Update
- iii. Survey
- iv. Education

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

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

- i. Review of Program and Institutional Approvals
- ii. Report from National Association of Veterans Program Administration
- iii. Website Development Update

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

- n. **SHANE FAULKNER, STATE PUBLIC AFFAIRS OFFICER, REPORT WITH POSSIBLE DISCUSSION ON THE FOLLOWING:**
- i. 2019 Veterans Symposium Review
 - ii. Overview of 2019 OVC Veterans Day Celebrations
 - iii. Governor's Domino Tournament

An electronic copy 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 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 Programs
- b. CMS Costs to State of Oklahoma

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

There were no new agenda items submitted

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

Friday, November 22nd, 2019
10:00AM
Claremore Veterans Center
Claremore, Oklahoma

XV. ADJOURNMENT

- a. CHAIRMAN

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

The meeting was adjourned at 4:28pm