

OKLAHOMA VETERANS COMMISSION
MEETING NOTICE AND AGENDA
May 15th, 2020 10AM
Vezev Veterans Complex
2132 NE 36th Street
Oklahoma City, OK 73111

NOTICE OF SPECIAL MEETING:

The Oklahoma Veterans Commission will hold a special meeting on **Friday, May 15th, 2020**, at 10:00 AM. This meeting is to be held in accordance with SB 661 at the Vezev Veterans Complex, 2132 NE 36th Street, Oklahoma City. A Notice of this meeting was filed with the Secretary of State's Office on May 8th, 2020.

Pursuant to 25 O.S. §307.1(C), this meeting will include videoconferencing and teleconferencing but there will be parties present at the Vezev Veterans Complex.

Commissioners physically present will be:

- Commissioner Larry Van Schuyver, Chair
- Commissioner Paul Costilow, Vice-Chair
- Commissioner Gary Secor
- Commissioner Jerry Ball
- Commissioner Dr. Andrew Lasser
- Commissioner Mike Jackson
- Commissioner Merline LeDay-Mauney

Commissioners present at remote locations will be:

- Commissioner Lloyd Smithson, via Zoom videoconference
- Commissioner Tom Richey, via Zoom videoconference

Public view and access via Zoom:

<https://zoom.us/j/8578251365?pwd=SHVTTnJ3NStQc1pkc3Z6aFZPS2g0QT09>

MEETING ID: [857 825 1365](#) PASSWORD: [ODVA051520](#)

Pursuant to 25 O.S. §307.1(D) Teleconferencing will be used for executive session but there will be parties present at the Vezev Veterans Complex.

Commissioners physically present for executive session will be:

- Commissioner Larry Van Schuyver, Chair
- Commissioner Paul Costilow, Vice-Chair
- Commissioner Gary Secor
- Commissioner Jerry Ball
- Commissioner Dr. Andrew Lasser
- Commissioner Mike Jackson
- Commissioner Merline LeDay-Mauney

Commissioners present at remote locations for executive session will be:
Commissioner Lloyd Smithson, via teleconference
Commissioner Tom Richey, via teleconference

AGENDA:

Friday, May 15th, 2020 10:00 AM

I. CALL TO ORDER

II. DETERMINATION OF QUORUM

- a. **ROLL CALL AND INTRODUCTION OF COMMISSIONERS**
- b. **DECLARATION OF QUORUM**

III. INVOCATION

IV. PLEDGE OF ALLEGIANCE

V. INTRODUCTION AND WELCOME TO VISITORS AND GUESTS

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 or to email jennifer.bloomfield@odva.ok.gov no later than 10:30 a.m. on May 15, 2020, 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.

VII. OKLAHOMA VETERANS COMMISSION

- a. **DISCUSSION OF AND POSSIBLE ACTION REGARDING APPROVAL OF MEETING MINUTES OF THE FEBRUARY 28th, 2020 OKLAHOMA VETERANS COMMISSION MEETING.**
 - i. Action
- b. **DISCUSSION AND POSSIBLE ACTION REGARDING TRAVEL OF COMMISSIONERS SINCE PRIOR REGULAR MEETING ON FEBRUARY 28th, 2020**
 - i. Written Travel Reports Filed by Commissioners
 - ii. Presentation of Summary Travel Reports by Commissioners in Lieu of Written Reports

VIII. OKLAHOMA DEPARTMENT OF VETERANS AFFAIRS

- a. **JOEL KINTSEL, EXECUTIVE DIRECTOR, AGENCY REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. Legislative Update & FY21 Appropriation
 - ii. Overview COVID-19 Expenses & Reimbursements
 - iii. Agency Telework Utilization & Open Up Recover Safely Plan
 - iv. Joint Task Force Representation

- b. **SARAH LANE, DEPUTY DIRECTOR, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. Community Support and Donations during COVID-19 operations
 - ii. Oklahoma Veterans Centers Facility-wide Testing of Residents and Staff
 - iii. Communication with Centers
 - iv. Awards Discussion

- c. **ERIN KENNEDY, GENERAL COUNSEL, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. Litigation Update
 - ii. Fielding of iPads for Commissioners

- d. **SHAWN KIRKLAND, ODVA DIRECTOR OF STATE VETERANS HOMES, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. COVID-19 Timeline
 - ii. PPE Supply Update
 - iii. Census Report
 - iv. Morale Status and Efforts for Residents and Staff

- e. **CAMI McKINNEY, ODVA DIRECTOR OF CLINICAL COMPLIANCE, REPORT WITH POSSIBLE DISCUSSION AND ACTION ON THE FOLLOWING:**
 - i. General Health Status Reports for Residents in Oklahoma Veterans Centers
 - ii. Defensive Measures Taken in Oklahoma Veterans Centers for COVID-19
 - iii. Planning for Reopening of Veterans Centers
 - iv. Status of Residents Testing Positive for COVID-19

PROPOSED EXECUTIVE SESSION PURSUANT TO 25 O.S. §307(B)(7) DISCUSSING ANY MATTER WHERE DISCLOSURE OF INFORMATION WOULD VIOLATE CONFIDENTIALITY REQUIREMENTS OF STATE OR FEDERAL LAW. APPLICABLE LAWS ARE THOSE PROTECTING THE PRIVACY OF PERSONAL HEALTH INFORMATION INCLUDING BUT NOT LIMITED TO REQUIREMENTS SET FORTH IN 45 CFR 160, et seq. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA).

 - a. Possible Discussion and Action to Adjourn to Executive Session.
 - i. Action
 - b. Return to Open Meeting from Executive Session
 - i. Action

- f. **PROPOSED EXECUTIVE SESSION PURSUANT TO 25 O.S. § 307(B)(1) DISCUSSION REGARDING THE EMPLOYMENT, HIRING APPOINTMENT, PROMOTION, DEMOTION, DISCIPLINING, OR RESIGNATION OF ANY INDIVIDUAL SALARIED EMPLOYEE:**
 - a. Possible Discussion and Action to Adjourn to Executive Session.
 - i. Action
 - b. Discussion of Compensation of the Executive Director
 - c. Return to Open Meeting from Executive Session

- i. Action
 - d. Compensation of Executive Director
 - i. Action
 - e. Discussion and Possible Action Regarding ODVA SOP 204.1 Military Leave
 - i. Action
- g. **DISCUSSION AND POSSIBLE ACTION CONFIRMING IMPLEMENTATION OF A CONSENT DOCKET:**
 On February 28th, 2020, at the regular meeting of the Oklahoma Veterans Commission, the Chairman of the Oklahoma Veterans Commission, Larry Van Schuyver, proposed utilizing a consent docket format for all meetings moving forward. Commissioners discussed the proposal and gave unanimous verbal consent.
 - i. Action.
- h. **DISCUSSION AND REQUESTS FOR REMOVAL OF ITEMS FROM CONSENT DOCKET.**
 - i. Discussion.
- i. **LUNCH BREAK.**
 - i. Action
- j. **CONSENT DOCKET MAY 15th, 2020. 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 - Dorita Herd
 - 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

IX. DISCUSSION AND POSSIBLE ACTION ON REPORTS REMOVED FROM THE CONSENT DOCKET.

X. DORITA HERD, CONSTRUCTION ADMINISTRATOR REPORT WITH POSSIBLE DISCUSSION AND/OR ACTION ON THE FOLLOWING:

- i. Pursuant to 61 O.S. Section 121 (F) the following Change Orders were executed under the authority delegated to the Executive Director following the most recent Oklahoma Veterans Commission meeting:
 - a. Change Order (\$530.00) Office of State Fire Marshall – Sallisaw Veteran Center – FAI: 40-062, Plan review according to Oklahoma Uniform Building Code.

- b. Change Order (\$2,398.95) Atlantic Fabrication and Design, LLC – Talihina Veteran Center – OMES CAP#20269 - Contractor was unaware they needed to get a bond for emergency declaration work.
 - c. Change Order (-\$16,210.00) Sawatzky Construction, LLC – Clinton Veteran Center – FAI: 40-058 – Decrease due to the cancellation of the project after the clearing and grubbing was completed. Contract time decreased by 20 days.
 - d. Change Order (\$2,000.00) OMES/Terrasite Inc. – Union Soldier Cemetery – OMES CAP #OC20243-01 – Add site survey with elevations and boundary lines.
 - e. Change Order (\$676.20) OMES – Claremore Veteran Center – OMES CAP #19353 – Bid came back higher than estimate for Pond Renovation after bid advertising, resulting in an increase in CAP Fee.
 - f. Change Order (\$253.19) OMES – Claremore Veteran Center – OMES CAP #18215 – Bid came back higher than estimate for Floor replacement of unit 10 after bid advertising, resulting in an increase in CAP Fee.
 - g. Change Order (\$402.50) – OMES – Sallisaw Veteran Center – OMES CAP #19273 – Negotiation percentage for OMES assisting with Orcutt Winslow Amendment #1.
 - h. Change Order (\$89.95) OMES – Clinton Veteran Center – OMES CAP #19073-3 – Original CAP Fee purchase order was short by \$89.95 for the pavement repair and maintenance at the Clinton Veteran Center.
- ii. The following Change Order is presented to the Commission for review and approval:
 - a. Amendment 03 & 04 (\$311,540.00) Orcutt-Winslow – 40-062 OVC Sallisaw – OMES CAP#19273AE (CAP FEE \$3,920.40) incorporate value analysis changes into applicable documents.
 - 1. Action
 - iii. State Veterans Home Construction Grant Application Update

XI. 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.

XII. 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 or to email: jennifer.bloomfield@odva.ok.gov no later than 10:30 a.m. on May 15, 2020, 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.

XIII. 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).

XIV. CARRYOVER TOPICS DEFERRED TO A FUTURE AGENDA

- a. Strategic Planning Session June 2020
- b. Veterans Pilot Program Briefing

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

XVI. 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, June 26th, 2020 at 10:00AM
Sulphur Veterans Center
304 Fairlane Avenue
Sulphur, Oklahoma 73086

- a. Action

XVII. ADJOURNMENT

- a. CHAIRMAN
 - i. Motion