

JUSTIN CARNAGEY
Executive Director

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OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY

A Trust Authority

BEAVER
CIMARRON
DEWEY
ELLIS
HARPER
TEXAS
WOODS
WOODWARD

OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY
General Board Special Meeting
330 Douglas
Beaver, OK
Tuesday, October 20, 2015
12:00 P.M.

Note: The Board may discuss, vote to approve, vote to disapprove, vote to table or decide not to discuss any item in the agenda.

1. CALL TO ORDER
2. FLAG SALUTE
3. INVOCATION
4. INTRODUCE GUESTS
5. OATH OF OFFICE
6. ROLL CALL
7. REVIEW AND APPROVAL OF SEPTEMBER 15, 2015 GENERAL BOARD MINUTES
8. FINANCIAL REPORT
9. GRANT REVIEWS
10. EXECUTIVE DIRECTOR'S REPORT
11. NEW BUSINESS
12. PUBLIC COMMENT
13. ADJOURNMENT

LUNCH AT 11:30 AM

**OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY
EXECUTIVE BOARD MINUTES
September 15, 2015**

The Oklahoma Economic Development Authority Executive Board met Tuesday, September 15, 2015, in the OEDA conference room, 330 Douglas Beaver, Oklahoma.

Chairman Richard Chapman called the meeting to order at 1:15 p.m.

Jack Strain led the flag salute.

Chairman Richard Chapman gave the invocation.

Guest – AAA Director Dusty Elam was present for presentation of the CENA Awards.

Roll was called and the following members were present:

Jack Strain, CJ Rose, Yvonne Thilsted, Ruby Gore, and Richard Chapman

ABSENT: Elvia Hernandez, Carl Laverty, Vernie Matt and David Trimble

The minutes of the Executive Board meeting from August 11, 2015, were reviewed by the members. A motion was made by Jack Strain and seconded by CJ Rose that the minutes of August 11, 2015, meeting be approved. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Yvonne Thilsted, Ruby Gore, Richard Chapman
NAY: None
ABST: None

The discussion and possible action to approve the 2016 REAP Action Plan was reviewed and discussed by the board. A motion was made by Ruby Gore and seconded by Yvonne Thilsted to adopt the Oklahoma Economic Development Authority Rural Economic Action Plan. The motion carried with the following roll call vote:

AYE: Ruby Gore, Yvonne Thilsted, Jack Strain, CJ Rose, Richard Chapman
NAY: None
ABST: None

The discussion and possible action to approve the CENA Awards was reviewed and discussed by the board. Dusty Elam, AAA Director, presented the CENA Award amounts allocated to each recipient. A motion was made by CJ Rose and seconded by Jack Strain to approve the CENA FY16 Awards with the total grant award being \$144,229.00. The motion carried with the following roll call vote:

AYE: CJ Rose, Jack Strain, Ruby Gore, Yvonne Thilsted, Richard Chapman
NAY: None
ABST: None

The discussion and possible action to approve the Beaver General Board Position was discussed by the board. CJ Rose stated that he thought that Mark Davis from the Town of Beaver might have been sworn in last year as a board member. A motion was made by CJ Rose and seconded by Jack Strain to table the action to approve the Beaver General Board Position so more information could be gathered. The motion carried with the following roll call vote:

AYE: CJ Rose, Jack Strain, Ruby Gore, Yvonne Thilsted, Richard Chapman

NAY: None

ABST: None

Dewey County Commissioner Dillon Berry entered the meeting at 1:30 pm. (Dillon is a member of the General Board)

The financial reports for August 2015 were reviewed by the board members. OEDA has obtained a debit card through The Bank of Beaver City to be used for travel and other credit card purchases if needed. A motion was made by Yvonne Thilsted, and seconded by Ruby Gore. The motion carried with the following roll call vote:

Aye: Yvonne Thilsted, Ruby Gore, CJ Rose, Jack Strain, Richard Chapman

NAY: None

ABST: None

No Grant Reviews were presented.

Executive Director's Report:

Executive Director Justin Carnagey gave his directors report (see attached). A motion was made by CJ Rose and seconded by Jack Strain to accept the Executive Director's report. The motion carried with the following roll call vote:

AYE: CJ Rose, Jack Strain, Ruby Gore, Yvonne Thilsted, Richard Chapman

NAY: None

ABST: None

New business was presented that the date of the next General Board meeting would conflict with other meetings the same date. A motion was made by Ruby Gore and seconded by Yvonne Thilsted to change the next OEDA General Board meeting to October 20, 2015, and to have lunch at 11:30 am calling the meeting to order at 12:00 p.m. The motion carried with the following roll call vote:

AYE: Ruby Gore, Yvonne Thilsted, CJ Rose, Jack Strain, Richard Chapman

NAY: None

ABST: None

No public comments were made or addressed.

Executive Director Report 9-15-15

- 1. New Hires – Kelsey Short Started 8-25-15 (AAA Bookkeeper & Caregiver Program)**
- 2. Workforce Update**
 - a. First WIB Meeting Since April of 2015 Scheduled For September 17th (Non-Binding Board)**
 - i. Cannot have an official board meeting with decisions until Governor’s Council certifies the board not expected till November.**
 - b. Numerous document and procedure changes switching from ODOC to OSU/OKC.**
 - i. Contracts**
 - ii. EFT Checking Account Forms, Etc.**
 - c. 20% cut to program so far as well as “significant cuts” expected in October funding**
 - i. Notified CDSA last week of need to make cuts to program & possibly personnel as needed.**
 - ii. CDSA laying off three staff members effective Monday 9-21-15**
 - 1. 1- Ponca City Workforce Office**
 - 2. 1- Enid Workforce Office**
 - 3. 1- Stillwater Workforce Office**
- 3. Panhandle Nutrition – Will Attend Their Meeting Scheduled Tomorrow Here at OEDA & Receive Update On Their Status.**
- 4. Woodward Office Roof – As Recommended by Roofing Company – Had Adjuster Evaluate**
 - a. Adjuster advised only minimal hail damage noticed with no leaks and roof not needing replaced currently**
 - b. Agreed to proceed with fix to leak on air return from air conditioner unit at cost of \$850.00 quoted by Moore Roofing for a fabricated cap. Work is being scheduled.**
- 5. Reviewed Property Insurance Policies For the Offices.**
 - a. Dropped Costly Equipment Policy that had been in place since the 90’s.**
 - b. Increased Coverage on contents at Beaver Office to cover the addition of the new printer, etc. Even with this increase in contents coverage still saving money over previous years cost from dropping the computer equipment policy that was obsolete and out of date.**
- 6. Ron Cottrell Auditor is Here – Started Today – Available to Come Into Meeting Or Can Catch Him Individually After the Meeting If You Have Any Questions**
- 7. CIP Update**
 - a. Miles has Texhoma Nearly Complete (Board Meeting October 12th)**
 - b. Has Started on Buffalo CIP**

- c. Boise City Later In Year
 - d. **Extra Project** – Extra Money State Had For Small Project – Arnett (\$10,000)
 - e. Miles made map reproductions (scanning/printing) brochure.
8. Debit Card Obtained at Bank of Beaver City – Opened old unused Account with \$1,000 placed in Account for now. Account will be kept separate for Travel or Credit Card Purchases Only.
9. Conferences/Training – I will be attending
- a. SWREDA Conference – September 23-25th – Little Rock
 - b. Oklahoma Public Safety E-911 Conf. – Oct. 12-14th Tulsa - **Conflicts Oct. OEDA Meeting**
 - c. ODOC CDBG Recertificaton Training – October 15th - OKC

A motion was made by Jack Strain and seconded by CJ Rose to adjourn the meeting at 2:30 pm. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Ruby Gore, Yvonne Thilsted, Richard Chapman
NAY: None
ABST: None

X

Yvonne Thilsted
Secretary