

OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY  
EXECUTIVE BOARD MINUTES  
February 14, 2017

The Oklahoma Economic Development Authority Executive Board met Tuesday, February 14, 2017, in the OEDA conference room, 330 Douglas Beaver, Oklahoma.

Chairman Richard Chapman called the meeting to order at 1:04 p.m.

Chairman Richard Chapman led the flag salute.

Executive Director Justin Carnagey gave the invocation.

Roll was called and the following members were present:

Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

Also present were Dusty Elam, OEDA AAA Director, and Diana Chapman (Richard Chapman's wife).

The minutes of the Executive Board meeting from December 13, 2016, were reviewed by the members. A motion was made by Jack Strain and seconded by David Trimble that the minutes of December 13, 2016, meeting be approved. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

NAY: None

ABST:

The discussion and possible action to approve the OEDA financial reports for December 2016 were reviewed and discussed by the board. A motion was made by Yvonne Thilsted and seconded by Ruby Gore to approve the OEDA financial reports for December 2016. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

NAY: None

ABST: None

The Discussion and possible action on the approval of the OEDA AAA Area Plan for fiscal year 2018 was reviewed and discussed by Dusty Elam and the board. Dusty Elam stated the changes that had been made to the AAA Area Plan and that the revisions had been approved by Aging Services. A motion was made by CJ Rose and seconded by Jack Strain to approve the revised OEDA AAA Area Plan for fiscal year 2018. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

NAY: None

ABST: None

The discussion and possible action on the contract for the purchase of the Tri-County Electric Cooperative (TCEC) building in Hooker, OK as additional office space was reviewed and discussed by the board. A motion was made by David Trimble and seconded by CJ Rose to approve the contract for the purchase on the TCEC building in Hooker, OK. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

NAY: None

ABST: None

The discussion and possible action on which OEDA CD to cash in for the purchase of the old Tri-County Electric Cooperative (TCEC) building in Hooker, OK was reviewed and discussed by the board. Executive Director Justin Carnagey recommended to the board to use CD #10336 held at the Bank of Beaver. A decision was made by the board to cash in CD #10336. A motion was made by Jack Strain and seconded by Gary Nielsen to approve cashing in CD #10336 held at the Bank of Beaver for the purchase of the TCEC building in Hooker, OK. The motion carried with the following roll call vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Yvonne Thilsted, Ruby Gore, David Trimble, and Richard Chapman.

NAY: None

ABST: None

No discussion or action was required concerning the CEDS Report.

Chairman Richard Chapman and his wife Diana exited the meeting at 1:55 p.m.

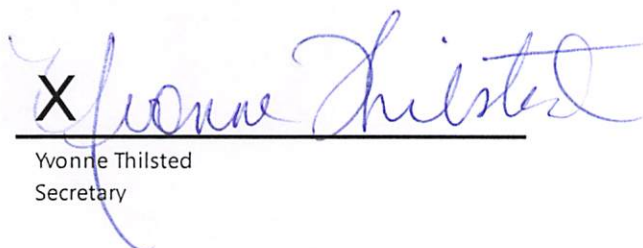
Executive Director Justin Carnagey gave his directors report (see attached).

No new business was addressed.

No public comments were made or addressed.

A motion to adjourn the OEDA board meeting was made by Yvonne Thilsted and seconded by David Trimble.

The meeting was adjourned at 2:32 p.m.

  
X  
Yvonne Thilsted  
Secretary

# EXECUTIVE DIRECTORS REPORT

2-14-17

- ✓ Update – NADO Statements on policy of new administration reference programs.
  - a✓ EDA
  - b✓ WIOA
  
- 2✓ AAA
  - a✓ PNS Update – Call from Dietician Husband – Unpaid Invoices
    - i. Discussed with Board Chairman
    - ii. Discussed with Director of PNS
  - b✓ Area Plan Completed – Comments From Aging Services
  - c✓ Meeting Scheduled – Aging Services/OEDA/SWODA Feb. 15<sup>th</sup>
  - d✓ Discuss Outlook of AAA and options for OEDA
  
- 3. Community Development
  - a. Kimberly working with Seiling – Building Project
  - b. Looking at a possible CDBG application for City of Hooker – Water Project
  
- 4. 911 –
  - a. Continued Contract With Texas County
    - i. New Computer – Now Setting Up ESRI Software, Etc.
    - ii. Meetings with Intrado & PTCI reference options new 911 System.
    - iii. Continued Address Correction and Mapping
  - b. Assisting Beaver County Coordinator – Mapping & Training
  - c. Looking at Software that will aid 911 mapping for Beaver and Texas Counties as well as OEDA to use in Cimarron County.
  - d. Attended State 911 Authority Meeting at State Capitol on 2-2-17.
  
- 5. Title V – Dee Ann & I met with Jodi in Enid 2-8-17.
  - a. OEDA had to accept clients from other entities that lost contract or went out of business.
  
- 6. TCEC Property in Hooker (Office Building)
  - a. Contract to be signed today by Executive Director on the authority of the OEDA Executive Board.
  - b. Estimate on Insurance – Colvin Mills – Quoting under a New Market
    - i. Previous estimate with current company was \$5,800 to \$6,600 for TCEC Building

- ii. New quote \$3,388 with a \$2,500 deductible & \$100,000 of personal property coverage. Figured a \$100 sq ft replacement cost
- iii. Looking to requote other locations under the new company and hopefully will be a reduced amount of premiums for all.
- c. Will not have to hire an electrician for a meter on the building as previously thought. TCEC corrected their statement that there is meter on the pole for the building, they had just never read it, so service can be switched at time of closing.
- d. Decision on environmental review –
  - i. Made calls to make sure the site had not been used as a yard for TCEC at any time for transformers or other materials.
  - ii. Site had always been used as an office site and before the additional office space was added including the parking lot in 1986, the area was residential with old homes and no industrial or commercial use.
- e. Have asked Doug Dale of Guymon to represent OEDA with review of contract as well as Title Opinion on the property.

7. EDA –

- a. Awaiting response from application submitted. Last response from EDA was everything looked to be in order.
- b. Concerns over Federal Budget and if EDA will be cut or remain funded as before

8. WIOA –

- a. OEDA/SWODA Directors along with SW & NW Board Staff & both area CLEO's - Meeting in Woodward on Feb. 1<sup>st</sup>, 2017.
  - i. Met to discuss possibility of SW Area wanting to join NW Area since SW will not be designated an area come July 1<sup>st</sup> due to lack of population.
  - ii. Discussed process and possible intent of SW Commissioners to make a written request to join the Northwest Area.
  - iii. Concerns on new steps OWD added to the process of re-sdesignation of an area if SW joined NW.
    - 1. Fiscal Agent – Method of Choosing
    - 2. WIB Board Staff – Procurement Process
  - iv. CJ Rose – Comments about meeting if any?
- b. Regional Planning Update –
  - i. Attended the meeting in Hinton a few months ago as one of the steps in the process.
  - ii. NW Area WIB Staff advise they are on track to meet the required Regional Area milestones with the Southwest and South Central Workforce Areas
- c. OESC Offices – Rent Cost – WIOA Staff
  - i. Traveled to Stillwater 2-2-17 & met the One Stop Operator & WIB Director to look at possible rental space option in Stillwater

1. Found location where rent would be approximately \$250.00 per month instead of the \$727.00 at current OESC office.
- ii. Still holding Invoices from OMES for new rent amounts in the Stillwater and Enid offices. Workforce Board having OEDA as Fiscal Agent continue to hold invoices until an agreed on amount can be negotiated with the state. OESC is still refusing to negotiate rates or method of calculating rental rates.
- d. Justin & Dee Ann attended WIB Meeting in Enid on 2-9-17 for financial report from Fiscal Agent and to update the board on the rent issue.

9. Mileage Rates – 2017 – Employees and Board

- a. Federal Rate: 53.5
- b. Notice from Aging Services – Mileage to .47 due to action taken by DHS and new Statute
- c. Problems created by two separate rates.
  - i. Bookkeeping
  - ii. Indirect Rate
- d. How we are handling mileage for January and February. Splitting out the .06 cent difference.
- e. What are board members agencies using for mileage for 2017?
- f. Will poll other COGS at OARC Meeting on 2-21-17.

10. OARC Legislative Reception – Wednesday 2-15-17 at Faculty House in OKC South of the Capitol.