

**OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY
EXECUTIVE BOARD MINUTES
August 13, 2019**

The Oklahoma Economic Development Authority Executive Board met Tuesday, August 13, 2019 in the OEDA conference room, 330 Douglas Beaver, Oklahoma.

1. Meeting called to order by Board Chairman Vernie Matt at 1:05pm.
2. Flag salute led by Board Member Gary Nielsen
3. Invocation given by Jonathon Cross
4. Roll Call
Present
Jack Strain, David Trimble, CJ Rose, Gary Nielsen, Vernie Matt, John Smiley, Ruby Gore, General Board member Bron Gardner

Absent
5. Introduction of guests:
Kerry Regier with Beaver County
Kirk Vanderslice with Hinkle & Company
 1. Strain made a motion to approve the minutes of the Executive Board meeting on June 11, 2019 with a second from Rose. The motion carried with the following vote:
AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, John Smiley, Ruby Gore.
NAY: None
ABST: Bron Gardner
 2. Reports:
 - A. Staff reporting:
 - a. Thomas – CIP for Laverne is complete need to submit to department of commerce. Starting working with Woodward county on floodplain management. Hazard Mitigation for Harper county is about 20% complete hope to have it done in 6 months.
 - b. Keene – Finally heard back from Dewey county after sending out two sets of letters on their vote for a new board member, they all voted to keep David Trimble as board member to represent Dewey county. Got file cabinets moved from Beaver will start working on getting stuff organized.
 - c. Palmer – Nothing to report
 - d. DeWindt – Nothing to report

e. Sheats – Nothing to report

3. Review and approve July financial updates: Nielsen made a motion to approve the July financial updates, with a second from Gore. The motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore John Smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

4. Hinkle & Company to present FY18 audit. Randomly selected 60 general disbursement and 60 payroll transactions these auditing procedures consisted of determining whether the authority's financial statements were in compliance with generally accepted accounting principles. There are no significant findings.

5. Discussion on REAP report (includes, but not limited to extension requests, changes of scope, needs related to project activities.)

- A. Motion to approve to approve FY20 REAP plan was made by Smiley with a second from Strain. The motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore, John Smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

- B. Motion to approve FY20 REAP policies and procedures was made by Strain with a second from Rose. The motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore John smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

- C. Motion to approve the Application Resolution and allow Vernie Matt to Sign for FY20 REAP program was made by Rose with a second from Smiley. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore John smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

6. Discuss and possible action to approve Hooker Office basement remodel: With current financial status the board overall vote was to re-lease apartment in Liberal for up to a year. With further discussion till a later time on remodel of basement.

7. Discussion and possible approval to duplicate NODA's employee handbook for OEDA to include but not limited to the following:

- a. Office hours
- b. Annual & sick leave polices
- c. Longevity pay schedule

Motion to approve the NODA handbook with these changes to be accepted for OEDA handbook was made by Smiley with a second from Nielsen. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore John smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

8. Approval to appoint Jonathon Cross to represent OEDA as an OPEH&W board member. Motion to appoint Jonathon Cross to represent OEDA as an OPEH&W board member was made by Rose with a second from Smiley. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, Ruby Gore John smiley, David Trimble, Bron Gardner

NAY: None

ABST: None

9. Executive directors report: Good news there were no findings on audit. Working on trying to get more of Woodward office rented out. Been talking a lot with Senator Murdock, about getting the OEDA name out more and getting us funds that are needed. Air conditioner in Hooker Office needs replaced bid is around 6,000 may wait it out for this year if we can. Department of transportation fund were cut by 40%.

10. New Business (in accordance with section 311 (9) O.S. Title 25.)

- a. Discuss maybe at a later time Jonathon Cross becoming an OEDA employee.

11. Public Participation:

- a. None

12. Adjournment: Smiley made a motion to adjourn with a second from ~~St~~rain. All voted aye.

The meeting was adjourned at 2:43pm

Signature Approval: *Vincent Matt*