

OKLAHOMA ECONOMIC DEVELOPMENT AUTHORITY
EXECUTIVE BOARD MINUTES
February 12th, 2019

The Oklahoma Economic Development Authority Executive Board met Tuesday, February 12th, 2019 in the OEDA conference room, 330 Douglas Beaver, Oklahoma.

1. Meeting called to order by Board Chairman Vernie Matt at 1:00pm
2. Flag salute led by Treasurer Jack Strain.
3. Invocation given by Jonathon Cross
4. Roll Call – Jerlyn Keene
Present
Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

Absent
Elvia Hernandez, Ruby Gore
5. Introduction of guests: No Guest
6. Nielsen made a motion to approve the minutes of the Executive Board meeting on December 11th 2018, with a second from Strain. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble,

NAY: None

ABST: John Smiley

7. Reports:
 - A. Financial – Trimble made a motion to accept the financial report as presented with a second from Nielsen. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble,
John Smiley

NAY: None

ABST: None

- B. Staff reporting
 - a. Thomas – REAP projects are underway, Laverne has started on their project, Mooreland got their skid steer. CDBG grants: Hooker needs a new water tower they are applying for a grant. Boise City needs to update their water lines they are applying for a grant. Gail would like to start attending flood plain manager meetings.

- b. Keene – Sent out Mayor letters to vote in new board members, have received two from Ellis and two from Woods waiting on two more from each area. Sent out Commissioner letters to Harper and Beaver County. Still missing three membership dues, sent late notices.
- c. Palmer – nothing to report.
- d. DeWindt – Accounts payable is running at a better pace, getting a better schedule on getting checks out. The new payroll system is working out really well.
- e. Layne – CIP waiting on Beaver to release funds to officially finish up Beaver. Laverne sewer system is about 3rd of the way done.
- f. Sheats – Risk management coverage for fire coordinator's truck is now going to OMES, please see attached. 80-20 grants have been sent out to Laverne. Farm Bureau Insurance is making changes to their billing, starting to charge for everything.

C. Executive Director – report from Jonathon Cross spoke with the people wanting to have a pharmacy in the Hooker OEDA building by renting out the front part, discussed what changes they would like to make to the structure. Currently the only steps they have taken is looking at the Hooker OEDA building, speaking with the city superintendent, Raymond Holbert, and Executive director. Went and looked over the Woodward building, had someone come to try to stretch the carpet but it tore, so now the building will need new carpet. The building also needs paint on the inside and outside before we can lease it out to anyone. The newly installed internet phone system is set up and operational. Old lines are being turned off 2/13/2019. Stanley systems is the support company when we have issues.

8. Letter from Town of Texhoma to change their grant to be used on getting master meter replaced. Then use the remainder of the grant for the other meters. Trimble made a motion to approve the change to use grant for getting a master meter replaced, then to use the remainder for the other meters. With a second from Smiley. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

NAY: None

ABST: None

- a. Approval to amend the FY19 REAP policies & procedures manual to add project closeout section. Strain made a motion to approve the changes to the policies & procedures manual to add project closeout section. With a second from Trimble. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

NAY: None

ABST: None

9. Update on Title V OEDA is waiting on reimbursements from the Title V program, we should be getting two checks soon as Ms. deWindt has summited all invoices through January. The Title V program continues to cost OEDA a large amount of money because the amount of the grant that DHS puts towards the program is not enough to carry the program. The program is coming up for RFP. There will be more discussion on what to do with program.

10. Update on Work Force program Ms. deWindt finished out the last monitoring for FY17. OEDA will no longer have the Work Force fiscal agent responsibility.

11. Approval to do repairs on the Woodward OEDA building in order for it to be leased out. Will need new carpet and paint, and other repairs.

A. Nielsen made the motion to approve to have new carpet and paint inside and outside, and the other repairs of the Woodward building. With a second from Smiley. The motion carried with the following vote:

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

NAY: None

ABST: None

12. No action at this time to approve the pharmacy to be put into the OEDA Hooker building still waiting on more information.

13. Vote to go into Executive session: Strain made a motion to go into Executive session, second by Nielson. The Motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

NAY: None

ABST: None

14. Vote to come out of Executive session: Strain made a motion to end the Executive session, second by Rose. The motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble, John Smiley

NAY: None

ABST: None

Executive session discuss splitting Jonathon Cross and Cecil Michael salary between NODA and OEDA. Trimble made a motion to agree to this new plan of action. Second by Nielsen. The motion carried with the following vote.

AYE: Jack Strain, CJ Rose, Gary Nielsen, Vernie Matt, David Trimble,
John Smiley
NAY: None
ABST: None

15. New Business: Michelle Emmerson will be off for the next 3-5 weeks. Need to work on getting a contract with the pharmacy. There is a REAP monitoring coming up in April.

16. Public Participation: none at this time.

17. Adjournment: Strain made a motion to adjourn with a second from Smiley. All voted aye.

The meeting was adjourned at 2:58pm

Signature Approval: Vernie Matt