

**MINUTES OF REGULAR MEETING
COMMISSION ON CONSUMER CREDIT
July 10, 2013**

The regular monthly meeting of the Commission on Consumer Credit was held at 10:00 a.m. at the Department of Consumer Credit Conference Room, 3613 N.W. 56th Street, Suite 240, Oklahoma City, Oklahoma 73112. The Notice and Agenda for the meeting was posted at the Department's office, outside the main public entrance of the 3 Corporate Plaza office building and on the Department's Internet website on July 5, 2013.

I. Call to Order.

Chairman Bob Moses called the meeting to order at 10:00 a.m.

II. Roll Call.

PRESENT: Chairman Bob Moses; Suzy Casper; Rick Harper; Jerry Douglas; Spencer Stanley; Dudley Gilbert for Mick Thompson; Joe Wilbanks

ABSENT: Vice-Chairman Cass Fahler; James Lee; Armando Rosell

Chairman Moses announced that a quorum was present.

STAFF: Scott Leshner, Administrator; Ruben Tornini, Deputy Administrator; Roy John Martin, General Counsel; William Weaver, Chief Examiner; Lindsie Lundy, Administrative Programs Officer; Meredith Fazendin, Legal Research Assistant; and Treasure Tytenicz, Executive Secretary and Commission Secretary

GUESTS: Steve Goodenow, Executive Lending Group; Emily Summars, eCapiol.net

III. Discussion and possible action regarding the minutes of the regular meeting held June 12, 2013.

Commissioner Casper made a motion to approve the minutes of the regular meeting held June 12, 2013. Commissioner Stanley seconded the motion. The motion was unanimously approved.

IV. Staff announcements and discussion.

There were no staff announcements.

V. Presentation of the Monthly Budget and Financial Reports. Discussion and possible action regarding the Monthly Budget and Financial Reports.

Laura Swingle, from the Office of Management and Enterprise Services (OMES), presented the June 2013 budget and financial reports.

Commissioner Harper made a motion to approve the June 2013 budget and financial reports. Commissioner Casper seconded the motion. The motion was unanimously approved.

- VI. Discussion and possible action authorizing Vice-Chairman Cass Fahler to attend and represent the Department of Consumer Credit at the 2013 American Association of Residential Mortgage Regulators (AARMR) Annual Regulatory Conference.

Commissioners Harper and Casper asked specifics about the conference and were told that it will take place in Denver during August 5-9, 2013 and that the total cost for Vice-Chairman Fahler to attend is estimated between \$1,500 to \$2,000.

Commissioner Stanley made a motion to approve authorization for Vice-Chairman Cass Fahler to attend the AARMR Conference. Commissioner Wilbanks seconded the motion. The motion was unanimously approved.

- VII. Department of Consumer Credit staff reports. Discussion and possible action regarding the following Department of Consumer Credit staff reports:
- A. Licensing Report by Lindsie Lundy, Administrative Programs Officer;
 - B. Examination Report by William Weaver, Chief Examiner;
 - C. Enforcement Report by Roy John Martin, General Counsel;
 - D. Operations Report including Strategic Plan Update by Ruben Tornini, Deputy Administrator;
 - E. Other Administrator Reports.

Lindsie Lundy delivered the Licensing Report.

William Weaver delivered the Examination Report.

Roy John Martin delivered the Enforcement Report.

Ruben Tornini delivered the Operations Report, including the Strategic Plan Update.

No action was taken.

- VIII. Discussion and possible action regarding a service level agreement for Fiscal Year 2014 between the Department of Consumer Credit and the Office of Management and Enterprise Services Information Services Division.

Administrator Leshner informed the Commission that the service level agreement needed Commission approval because it is over \$25,000 and all Department purchases over that amount require Commission approval. The service level agreement for Fiscal Year 2014 will cost \$36,034.63.

Commissioner Stanley made a motion to approve the service level agreement between the Department of Consumer Credit and the Office of Management and Enterprise Services Information Services Division for Fiscal Year 2014. Commissioner Casper seconded the motion. The motion was unanimously approved.

- IX. Discussion and possible action to amend the Department of Consumer Credit Internal Purchasing Procedures.

General Counsel Roy John Martin explained that this agenda item is directly tied to the previous agenda item regarding the service level agreement between the Department and the Office of Management and Enterprise Services Information Services Division. The Department's Internal Purchasing Procedures need updated to allow the Department to annually enter into this agreement with OMES without formal Commission approval even though the cost of the service level agreement is over \$25,000. The service level agreement is mandated by the Legislature and the Department is annually required to participate in the agreement.

Commissioner Wilbanks made a motion to amend the Department's Internal Purchasing Procedures at paragraph VII (3), approval authority for acquisitions above \$25,000.00, as follows.

An information technology service agreement required by Oklahoma law and included in the Department's fiscal year budget shall not require approval by the Commission and shall not require the signature of the Commission Chairman on the requisition.

Commissioner Stanley seconded the motion. The motion was unanimously approved.

- X. Presentation and discussion regarding the implementation of a mortgage examination, mortgage examination accreditation and mortgage examiner certifications.

Administrator Leshar stated that five Examiners were certified last fall and four additional Examiners were recently certified. The SAFE ACT legislation that goes into effect on November 1, 2013 will help expedite the Department's accreditation process. Once this law goes into effect the Department will conduct exams in relation to the SAFE ACT's legislative guidelines and the Conference of State Bank Supervisors (CSBS) accreditation visit should take place shortly after that.

- XI. Executive Session proposed for the purpose of discussing the following:
- A. Discussing the employment of the Administrator of Consumer Credit, Scott Leshar, pursuant to 25 O.S. 307 (B) (1) and evaluating his performance;
 - B. Motion to return to open meeting;
 - C. Discussion and possible action on the above Executive Session item A as the Commission may deem appropriate.

Commissioner Stanley made a motion to enter into Executive Session. Commissioner Wilbanks seconded the motion. The motion was unanimously approved.

Commissioner Stanley made a motion to return to open meeting. Commissioner Douglas seconded the motion. The motion was unanimously approved.

Chairman Moses stated that Administrator Leshar's performance evaluation was discussed in Executive Session and he received an excellent review with no negative comments. Administrator Leshar received a 3.475 evaluation rating out of a 4.0 scale.

Commissioner Casper made a motion to give Administrator Scott Leshar a 7% increase in salary due to his excellent review from the Commission and also because of the additional responsibilities he will take on this year. Commissioner Stanley seconded the motion. The roll call vote was as follows:

Chairman Moses – Yes; Suzy Casper – Yes; Rick Harper – No; Jerry Douglas – Yes; Spencer Stanley – Yes; Joe Wilbanks – Yes.

XII. Public Comments. (Limited to 3 minutes per person).

There were no public comments.

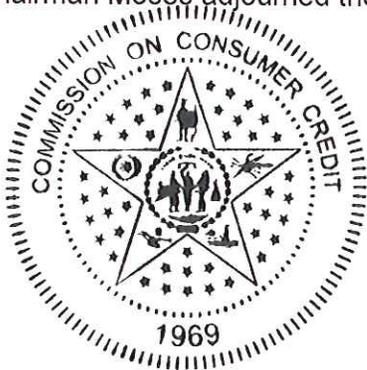
Chairman Moses read a note from former Commissioner Odell Roland thanking the Commission for the gift he received at the May Commission meeting.

XIII. New business (Any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda).

There were no new business items for the Commission's consideration.

XIV. Adjournment.

Chairman Moses adjourned the meeting at 12:02 p.m. without objection.



Bob Moses

Bob Moses, Chairman

Treasure Tytenicz

Treasure Tytenicz, Commission Secretary