

**MINUTES OF REGULAR MEETING
COMMISSION ON CONSUMER CREDIT
July 8, 2015**

The regular monthly meeting of the Commission on Consumer Credit was held at 10:00 a.m. on July 8, 2015 at the Oklahoma Department of Consumer Credit, 3613 N.W. 56th Street, Suite 240, Oklahoma City, Oklahoma 73112. The agenda was posted at the office of the Department of Consumer Credit, outside the main public entrance of the 3 Corporate Plaza office building and on the Department of Consumer Credit Internet website at www.ok.gov/okdocc on July 1, 2015.

I. Call to order.

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

II. Roll call.

PRESENT: Chairman Bob Moses, Vice-Chairman Joe Wilbanks; Spencer Stanley; Rick Harper; Jerry Douglas; Craig Stanley and Kent Carter.

ABSENT: Armando Rosell; Suzy Barnes and Mick Thompson

Chairman Moses announced that a quorum was present.

STAFF: Scott Leshner; Ruben Tornini; Roy John Martin; Lindsie Lundy; Leah Hadley; Drew S'Renco; Meredith Fazendin; Megan Patterson; Anthony Breshers and Skyler Fleetwood.

GUESTS: Greg Piatt, Sydney Hill, Steve Hawkins and Ben Luschen.

III. Discussion and possible action regarding the minutes of the regular meeting held June 10, 2015.

Commissioner Craig Stanley made a motion to approve the minutes of the regular meeting held June 10, 2015. Commissioner Spencer Stanley seconded the motion. The motion was unanimously approved.

IV. Staff announcements and discussion.

Deputy Administrator, Ruben Tornini, introduced Anthony Breshers and Skyler Fleetwood as new Consumer Credit Examiners for the Department. Deputy Administrator Tornini also announced that one (1) probationary employee of the Department had been terminated.

V. Presentation of monthly budget and financial reports. Discussion and possible action regarding the monthly budget and financial reports.

Steve Hawkins from the Office of Management and Enterprise Services (OMES) presented the monthly budget and financial reports. Mr. Hawkins also announced that the Department's 2016 Fiscal Year Budget had not yet been approved by OMES.

Commissioner Spencer Stanley made a motion to approve the June 2015 budget and financial report. Vice-Chairman Wilbanks seconded the motion. The motion was unanimously approved.

VI. Department of Consumer Credit staff reports. Discussion and possible action regarding the following Department of Consumer Credit staff reports.

- A. Examiner Report by Megan Patterson, Examiner;**
- B. Licensing Report by Leah Hadley, Administrative Programs Officer;**
- C. Enforcement Report by Drew S'Renco, Chief Examiner;**
- D. Legal Report by Roy John Martin, General Counsel;**
- E. Operations Report, including the Strategic Plan update, by Ruben Tornini, Deputy Administrator;**
- F. Other Administrator Reports.**

Staff presented the reports as indicated above.

VII. Building project report. Discussion regarding the building project report.

Administrator, Scott Leshar, announced that he would be visiting with Manhattan Construction in the coming weeks regarding the design of the Department's office space.

VIII. Presentation and discussion regarding revisions to the Department of Consumer Credit Employee Manual.

Administrator Leshar announced that a tuition reimbursement policy was added to the Department of Consumer Credit Employee Manual. The tuition reimbursement policy is based on the OMES tuition reimbursement policy.

Administrator Leshar announced that a shared leave policy was added to the Department of Consumer Credit Employee Manual. The shared leave policy is based on the shared leave policy of OMES.

IX. Discussion and possible action regarding revisions to the Department of Consumer Credit Manual of Employee Positions.

Administrator Leshar presented two (2), proposed revisions to the Department of Consumer Credit Manual of Employee Positions. The Consumer Credit Examiner job description is being revised to reflect the current Consumer Credit Examiner job description published by OMES that reflects additional job duties. The revised maximum salary band for the Chief Examiner is proposed to be ninety percent (90%) of the Administrator's salary.

Commissioner Harper made a motion to approve the proposed revisions to the Department of Consumer Credit Manual of Employee Positions. Commissioner Craig Stanley seconded the motion. The motion was unanimously approved.

X. 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 Harper made a motion to enter into an Executive Session for the purpose of discussing the employment of the Administrator of Consumer Credit, Scott Leshar, pursuant to 25 O.S. 307(B)(1) and evaluating his performance. Commissioner Douglas seconded the motion. The motion was unanimously approved.

Vice-Chairman Wilbanks made a motion to return to open meeting. Commissioner Spencer Stanley seconded the motion. The motion was unanimously approved.

Commissioner Harper made a motion to increase the annual salary of Administrator Leshar in the amount of \$7,050.00, effective July 1, 2015 based on his excellent performance evaluation. Commissioner Spencer Stanley seconded the motion. The motion was unanimously approved.

XI. Public Comments. (Limited to 5 minutes per person).

There were not any public comments.

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

There was not any new business for the consideration of the Commission.

XIII. Adjournment.

Without objection, Chairman Moses adjourned the meeting at 11:44 a.m.



Bob Moses

Bob Moses
Chairman

Lindsie Lundy

Lindsie Lundy
Commission Secretary