

**OKLAHOMA WORKERS' COMPENSATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**JANUARY 26, 2023 2:00 P.M.**

**STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE**

Notice of this Special Business Meeting was filed with the Secretary of State's office in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

**MINUTES OF THE JANUARY 26, 2023, REGULAR BUSINESS MEETING OF THE OKLAHOMA WORKERS' COMPENSATION COMMISSION**

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., in the En Banc Courtroom, Oklahoma City, Oklahoma, on January 26, 2023.

Members present: Chairman Jordan Russell, Commissioner Megan Tilly, and Commissioner Scott Biggs.

Others Present: Andrea Delling, WCC; Ian Steedman, WCC; Lauren Hammonds Johnson, WCC; Sharon Smith, WCC; Tranna Fischer, WCC; Lt. Beaty and Lt. Diaz, OHP.

Chairman Russell expressed appreciation for those in attendance. After the roll was taken, Chairman Russell found a quorum present and called the meeting to order at 2:00 p.m.

**1. Discussion and Possible Action to Approve Minutes**

The minutes of the December 15, 2022, Regular Meeting of the Commission were considered for approval.

***Motion:*** Commissioner Biggs moved to approve the minutes.

***Second:*** Commissioner Tilly

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

**2. Discussion and Possible Action to Approve the Consent Agenda for Travel Vouchers Currently Outstanding**

*Motion:* Commissioner Tilly moved to approve the consent agenda for vouchers.

*Second:* Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

*The motion carried.*

**3. Request and Possible Action to Reduce Security Deposit for VF Corporation, Own Risk Permit #16673**

VF Corporation (“the Company”), own risk permit #16673, was a self-insured employer in the Own Risk program until May 21, 2019. They have petitioned the Commission to reduce the Company’s security deposit on file. They are requesting a reduction of their security deposit to \$1,600,000.

Interim Director Sharon Smith presented.

*Motion:* Commissioner Biggs moved to accept the recommendation and reduce the security deposit as requested.

*Second:* Commissioner Tilly

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

*The motion carried.*

**4. Discussion and Possible Action to Approve WCC Form 19 Amendments and Setting the Effective Date**

Director Ian Steedman presented.

*Motion:* Commissioner Tilly moved to approve the amendments and set an effective date of February 1, 2023.

*Second:* Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

*The motion carried.*

**5. Discussion and Possible Action to Approve Building Security and Safety Enhancements and Hardware Upgrades or Purchases**

Commissioner Scott Biggs presented and answered questions from the commissioners. OHP Lt. Beaty and Lt. Diaz were recognized and answered questions from the Commission.

**No action taken.**

**6. Legislative Update and Discussion**

Commissioner Scott Biggs presented and answered questions from the commissioners.

**No action taken.**

**7. Discussion and Update on CaseOK Project**

Director Ian Steedman presented.

**No action taken.**

**8. Update on Denver N. Davison Building Remodel**

Chairman Jordan Russell presented and answered questions from the commissioners.

**No action taken.**

**9. Discussion and Update on Agency 5 Voices – Learning and Development Training**

Executive Director Lauren Hammonds Johnson presented and answered questions from the commissioners.

**No action taken.**

**10. Proposed Executive Session pursuant to 25 O.S. § 307(B)(1) to discuss and vote on the employment, including job duties and salary of the Interim Permitting Services Director, and discuss and vote on the hiring and salary or process of hiring a Permitting Services Director and Permitting Services Department Assistant.**

**A. Motion and vote to enter into Executive Session.**

*Motion:* Commissioner Tilly moved to enter into Executive Session.

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**B. Discussion in Executive Session.** The Commission discussed only topics stated in this agenda item.

**C. Motion and vote to reconvene in Open Session.**

*Motion:* Commissioner Tilly

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**D. Motion and vote on any action regarding subjects of the proposed Executive Session.**

*Motion:* Commissioner Tilly move to appoint Sharon Smith as the permanent Permitting Services Director at the salary discussed in executive session effective February 1, 2023.

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**11. New Business**

“[A]ny matter not known about or which could not have been reasonably foreseen prior to the time of the posting.” 25 O.S. § 311.

Commission Executive Director and General Counsel Lauren Hammonds Johnson notified the Commission that yesterday afternoon, after this meeting’s agenda was posted, she received a Notice of Application for Unemployment Compensation from the Oklahoma Employment Security Commission, regarding Claimant James Lawson, Claim ID 796571223. She advised if the Commission wishes to respond to this Claim, it must submit its response within 10 days from January 23, 2023.

The Commission’s General Counsel asked the Commission to consider a vote to go into executive session under the authority of 25 O.S. § 307(B)(4) to discuss this pending claim and take action regarding how to respond, based on her determination that disclosure of these communications will seriously impair the ability of the Commission to process the claim.

**A. Motion and vote to enter into Executive Session.**

*Motion:* Commissioner Tilly

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**B. Discussion in Executive Session.** The Commission discussed only topics presented by General Counsel in her executive session request.

**C. Motion and vote to reconvene in Open Session.**

*Motion:* Commissioner Tilly moved to reconvene in open session.

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**D. Motion and vote on any action regarding subjects of the proposed Executive Session.**

*Motion:* Commissioner Tilly moved to approve the General Counsel preparing a response to the Notice for Application for Employment as addressed in executive session.

*Second:* Commissioner Biggs

*Those voting aye:* Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

**Motion carried.**

**ADJOURNMENT.....Chairman Jordan Russell**

*Motion:* Commissioner Tilly moved to adjourn.

*Second:* Commissioner Biggs

Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

***The motion carried.***

**The meeting adjourned at 3:15 p.m.**