

OKLAHOMA WORKERS' COMPENSATION COMMISSION
SPECIAL MEETING MINUTES
OCTOBER 30, 2023 10:00 A.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 OCTOBER 30, 2023, SPECIAL 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 October 30, 2023.

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

Others Present: Ian Steedman, WCC; Alexander Watkins, WCC; Ian Steedman, WCC; Lauren Hammonds Johnson, WCC; Sharon Smith, WCC.

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 10:00 a.m.

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

The drafted minutes of the October 25, 2023, Special Meeting of the Commission were considered for approval.

Commissioner Biggs moved to approve the Minutes of the October 25, 2023 Special Meeting. Commissioner Tilly seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

2. **Proposed Opening of the Permanent Rulemaking Process to Consider Amendments to the Commission’s Permanent Rules**

The Commission considered opening the rulemaking process for amendments to the Commission’s Permanent Rules. If proposed Permanent Rules are adopted and submitted for legislative review on or before March 1, 2024, the Legislature will have until the end of the 2024 legislative session to approve or disapprove the rules.

Commissioner Tilly moved to open the rulemaking process. Chairman Russell seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

3. **Commission Review of the FY2025 Operating Budget for the Oklahoma Multiple Injury Trust Fund (“MITF”) to either take no action or reject administration expenses, as provided in Title 85A O.S. § 31(S).**

The Commission reviewed the FY2025 Operating Budget.

No action was taken.

4. **Request to Release Security Deposit for (OPUBCO) the Oklahoma Publishing Company, Own Risk Permit #12858 and Possible Action to Approve Request**

The Oklahoma Publishing Company left the self-insured Own Risk program on October 1, 2018. The Commission held a \$300,000.00 surety bond issued by Travelers Casualty and Surety Company of America as a security deposit. They petitioned the Commission to release their collateral in full.

The Oklahoma Publishing Company has complied with Commission Rule 810:25-9-19.

Sharon Smith was recognized, presented, and answered questions of the Commission.

Commissioner Tilly moved to release the security deposit. Commissioner Biggs seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

5. **Discussion and Approval of Dates for the Commission’s 2024 Regular Business Meetings**

In accordance with 25 O.S. § 311, the Commission is required to provide written notice to the Secretary of State by December 15 of each calendar year of the date, time, and place of its regularly scheduled meetings for the following calendar year. The Commission considered scheduling the following dates for its 2024 regular meeting schedule:

Business Meetings	Appeals Hearings	
Thursdays – 2:00 p.m.	Fridays – 9:00 a.m.	En Banc Courtroom
January 25, 2024	January 26, 2024	
February 15, 2024	February 16, 2024	
March 21, 2024	March 22, 2024	
April 18, 2024	April 19, 2024	
May 16, 2024	May 17, 2024	
June 20, 2024	June 21, 2024	
July 18, 2024	July 19, 2024	
August 15, 2024	August 16, 2024	
September 19, 2024	September 20, 2024	
October 17, 2024	October 18, 2024	
November 14, 2024	November 15, 2024	
December 12, 2024	December 13, 2024	

Commissioner Tilly moved to approve the Commission’s 2024 Regular Business Meeting as amended: February 22nd and 23rd, March 14th and 15th, and August 22nd and 23rd. Commissioner Biggs seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

6. **Discussion and Update on Physical Security at the Tulsa and Oklahoma City Commission Offices**

Commissioner Biggs presented and answered questions of the Commission.

No action was taken.

7. **Discussion and Update on the 2024 Fee Schedule**

The Commission discussed changes and updates to the 2024 Fee Schedule.

No action was taken.

8. **Discussion and Update on CaseOK Project and Possible Approval of Amendments to Contract**

Ian Steedman was recognized, presented, and answered questions of the Commission.

9. **Proposed Executive Session to Discuss and Possible Vote to Approve Adjustment of Commission Employees' Salaries (pursuant to 25 O.S. § 307(B)(1))**

A. Motion and Vote to Enter into Executive Session

Commissioner Biggs moved to enter into executive session. Commissioner Tilly seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

B. Discussion in Executive Session

The Commission discussed the employment, performance, and/or salary of each individual Commission employee pursuant to 25 O.S. § 307(B)(1).

C. Motion and Vote to Reconvene in Open Session

Commissioner Biggs moved to reconvene in open session. Commissioner Tilly seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

D. Motion and Vote on Any Action Regarding Subject of the Proposed Executive Session

Commissioner Biggs moved to approve salary adjustments as individually proposed in executive session. Commissioner Tilly seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried.

ADJOURNMENT.....Chairman Russell

Commissioner Biggs moved to adjourn. Commissioner Tilly seconded the motion. Those voting aye: Chairman Russell, Commissioner Tilly, and Commissioner Biggs.

The motion carried, and the meeting adjourned at 11:27 a.m.