



## STEERING COMMITTEE

Tuesday, April 21, 2009  
8:15 a.m. to 9:15 a.m.  
Lincoln Plaza Office Complex  
Oklahoma Health Care Authority  
4545 N. Lincoln Blvd., Oklahoma City, OK

### Minutes

**Attendees:** Fred Cantrell (OSF), Sandra Stokes (DRS), Zohre Salehezadeh (DHS), Connie Steffee (OKHCA), Edd Rhoades (OSDH), Ray Bottger (ODMHSAS), Dan Ingram (OCCY), Lealah Shahin (OCCY), Mike Walsh (OCCY), Tommy (TJ) Woods (OCCY)

#### I. Call to Order

Sandra Stokes

Sandra Stokes called the meeting to order at 8:18 am.

#### II. P&C Update

All

Dan said that JOIN will hold off on media advertising until the new fiscal year. JOIN needs to reprint and update the brochures and removing OASIS from the list is about the only change to make, it will have to be looked into. JOIN is looking at posters and printed advertisement for now.

#### III. Tech Update

All

Dan - It has been suggested that the Technical Committee combines with the P&C committee temporarily at least towards the end of Phase III when more comes up. It was suggested that the P&C roll forward to the Tech Committee.

#### IV. JOIN/211 Update

Mike/Dan

Mike spoke about how JOIN has visited all the call centers, and he has been training TJ and Lealah on Iris support; Lealah's assigned call centers will be at Oklahoma City and Lawton, and TJ will be centered on Enid, Woodward and Ada. This has been good for relations with the 211's.

#### V. Steering Committee Bylaws

All

Sandy asked if anyone was aware of any existing bylaws. No one was aware. Sandy said that there needs to be drafting and one suggestion was to assign this task to P&C and

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another was to appoint a subcommittee to do it. Connie suggested that someone researches bylaws and just amend them, and that may help with the committee members' interest level and Sandy agreed. Zohre inquired as to the purpose of the bylaws. Sandra explained that they instructed how often committee meets, the quorum rules, rules for adding new members, changing chairs and adding new committee members. It was also discussed as to whether the legislation authorizes agencies and that the process needs to be looked into, as well. Zohre suggested that the draft be emailed and keep in touch via email. Connie added that then the results could be discussed at the P&C meetings and get responses that way. Ray said that if there is not much going on then the committee should give the bylaws to the P&C committee. Sandy questioned if that meant the P&C and Tech meetings should stay separate for now if the bylaws would be assigned to P&C. The committee agreed.

**VI. Status of SB980/HB1704 (IT “czar” legislation)** **All**  
No official news.

**VII. New Business** **All**  
Fred Cantrell spoke briefly about OSF’s evaluating business case tools for People Soft. He said that it would help agencies to be more self sufficient, but that it would be expensive and require a lot of support, so they are looking into it on a whole.

Sandy stated that a suggestion had been made to make the Steering Committee meeting later. Connie spoke about the schedule for OHCA and that 9 would not be good. Ray asked about the afternoons. Connie said she would check the 3<sup>rd</sup> Tuesdays of the month. Sandy asked why it had to be the OHCA for meetings, it was answered that the parking was the main reason since it’s an issue for a lot of agencies. Sandy offered DRS for the meetings because there is parking available by the 3 Towers.

**VIII. Next Meeting Date** **All**  
May 19, 2009

**IX. Next Meeting Agenda Items** **All**  
Combined P&C Update and Steering Committee Bylaws Update.

**X. Adjournment** **All**  
The meeting was adjourned at 8:50 am.