
Governmental Technology Applications Review Board
WebEx Virtual Special Meeting
Wednesday, Apr. 14, 2021, 2:00 p.m.
The Office of Management and Enterprise Services
[GTARB Website](#)

VIRTUAL SPECIAL MEETING
AGENDA

This virtual special board meeting is being held consistent with the amendments to the Open Meeting Act, 25 O.S. 2011, § 301 et seq, signed into law by Governor Stitt on Wednesday, February 10, 2021, SB1031, 2021 O.S.L. 1, § 1

Link to access meeting:

<https://omes.webex.com/omes/onstage/g.php?MTID=eca38902f88562a2ffa35eb033edfe8fc>

Call-in information: +1-415-655-0001

Access code: 187 151 6038

The Notice of this virtual Special Board Meeting was filed with the Secretary of State's Office on April 7, 2021. Notice/final agenda was posted on April 12, 2020, at 12:00 P.M, on the West side entrance of the Will Rogers Building at 2401 N. Lincoln Blvd., Oklahoma City, and on the OMES/Governmental Technology Applications Review Board website.

<https://www.sos.ok.gov/meetings/notices/000995/0524602104071133.htm>

The Board may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or vote to strike or not discuss any agenda item.

The following Board Members are participating remotely by the WebEx platform:

- Sam DuRegger, Governor
- Lynne Bajema, OMES
- Todd Wall, Governor
- Bryan Rizzi, Governor
- Tim Rhodes, Governor
- Sujeet Shenoi, Pro Tempore
- Mathew Phillips, Pro Tempore
- Thomas Robins, Speaker

If any of the above-listed Board members loses videoconference communication during the meeting, he or she will attempt to rejoin and participate by teleconference.

In the event electronic communications are lost or compromised during the meeting, the Governmental Technology Applications Board of Review staff will attempt to restore communications for a maximum of (15) fifteen minutes. If unable to restore communications the meeting will be adjourned.

AGENDA ITEMS

- I. Call to order and establish a quorum. [Sam DuRegger, Chairman]
- II. Welcome/introductions. [Chair]
- III. Discussion and possible action to approve the Mar. 10, 2021, meeting minutes. [Chair]
- IV. Review, discussion and possible action on convenience fees and other fee proposals. [Chair]
 - i. LP Gas Administration – NIC Oklahoma PayPort; OK.gov – Online processing/payment fees. [Melissa Forrestier]
 - ii. LP Gas Administration – NIC Oklahoma OnTheGo; OK.gov – Online fees. [Melissa Forrestier]
 - iii. Council on Law Enforcement Education and Training; Thenia/NIC Oklahoma; OK.gov – Online licensing/payment processing fees [John Parker, Preston Draper, Earl Morrison]
- V. CIO's comments – None.
- VI. Chairman updates and discussion – None.
- VII. Adjournment

State Governmental Technology Applications Review Board
Office of Management and Enterprise Services (OMES)
Virtual Special Meeting Minutes
Wednesday, Mar. 10, 2020, 2:00 p.m.
WebEx Platform
UNOFFICIAL

A meeting notice was filed with the Secretary of State and agenda posted in accordance with the Open Meeting Act.

MEMBERS PRESENT: Sam DuRegger
Tim Rhodes
Bryan Rizzi
Tod Wall
Tom Robins
Sujeet Sheno

MEMBERS ABSENT: Lynne Bajema
Matthew Phillips

GUESTS: Jerry Moore, State CIO
Jason Lawson, OMES IS Deputy General Counsel
Beverly Hicks, OMES
Shauna Cole, OMES
Gloria Ross, OMES
Patrick Pellegrino, NIC-OK

I. Call to order and establish a quorum:

Chairman Sam DuRegger called the meeting to order at 2:03 p.m. A roll call was taken and a quorum established. Chairman DuRegger was advised a meeting notice was filed with the Secretary of State and agenda posted in accordance with the amendments to the Open Meeting Act made by enrolled Senate Bill 1031 (2021).

II. Welcome/introductions:

Chairman DuRegger welcomed members and guests to the meeting.

III. Discussion and possible action to approve the Nov. 18, 2020 meeting minutes:

Bryan Rizzi moved to approve the meeting minutes of November. Tod Wall seconded the motion. The motion passed and the following votes were recorded:

Mr. DuRegger, yes; Mr. Rhodes, yes; Mr. Rizzi, yes; Mr. Robins, yes, Mr. Sheno, yes;
Mr. Wall, yes.

IV. Review, discussion and possible action on convenience fees and other fee proposals:

i. Oklahoma Construction Industries Board – Online licensing/registration. [Janis Hubbard, Windy Nunnery, Shauna Cole]

Tim Rhodes moved to approve. Bryan Rizzi seconded the motion. The motion passed and the following votes were recorded:

Mr. DuRegger, yes; Mr. Rhodes, yes; Mr. Rizzi, yes; Mr. Robins, yes, Mr. Shenoi, yes; Mr. Wall, yes.

ii. Board of Behavioral Health Licensure – Online electronic payments. [Diana Foster]

Tim Rhodes moved to approve. Tod Wall seconded the motion. The motion passed and the following votes were recorded:

Mr. DuRegger, yes; Mr. Rhodes, yes; Mr. Rizzi, yes; Mr. Robins, yes, Mr. Shenoi, yes; Mr. Wall, yes.

iii. Oklahoma Board of Examiners in Optometry – Online licensing fees. [Dr. Russell Laverty]

The Board determined that the proposed application needed to be amended with the following breakdown:

In the proposed fee structure there is a .20 per licensee, per month charge. For each license that is in the system, Thentia charges .20 per license, per month. The license over the course of a year is \$2.40 per annual fee for that license. The Board of Examiners in Optometry is passing along that \$2.40, in addition to that NIC payment, which is the \$2.00 and is what they are asking to pass along.

Tom Robins moved to approve the application with addendum, as discussed. Tim Rhodes seconded the motion. The motion passed and the following votes were recorded:

Mr. DuRegger, yes; Mr. Rhodes, yes; Mr. Rizzi, yes; Mr. Robins, yes, Mr. Shenoi, yes; Mr. Wall, yes.

iv. Oklahoma Board of Chiropractic Examiners – Online processing fees. [Beth Kidd]

Bryan Rizzi moved to approve. Tom Robins seconded the motion. The motion passed and the following votes were recorded:

Mr. DuRegger, yes; Mr. Rhodes, yes; Mr. Rizzi, yes; Mr. Robins, yes, Mr. Shenoi, yes; Mr. Wall, yes.

V. CIO's Comments: [Jerry Moore, State Chief Information Officer]

- IT Org design
- Chief Technology Officer roles

Report only. No action taken.

VI. Chairman updates and discussion:

- 2020 Rate Approvals, now live

Update only. No action taken.

VII. Adjournment:

There being no further business, Tim Rhodes made the motion to adjourn. Bryan Rizzi seconded the motion. Seeing no opposition, the meeting adjourned at 3:04 p.m.



Governmental Technology Applications Review Board Meeting 4/1/2021

LP Gas PayPort

Application Description

The LP Gas (445) has partnered with OK.gov to provide the Payport to assist the LP Gas in managing the permits, invoices and fees. The system makes it easier for customers to make payments for their permits, invoices and fees. The web application accepts Visa, MasterCard, AMEX, Discover, and electronic checks.

Proposed Fee Structure

Payport will collect fees for multiple payment types. The credit card fee structure will be 2.25% (weighted average merchant fees of the four major credit cards) of the total statutory fee and a portal fee of \$2.00. LP Gas has elected to pass on all merchant and portal fees associated with this application. LP Gas estimates processing an average of 50 transactions per month. We are working with NIC on Payport

Portal Fee	\$2.00
Merchant Fee	2.25%
Cards Accepted	Visa, MasterCard, AMEX, Discover
Number of Monthly Transactions	50

Sample Transaction:

Service	Estimated # of Annual Transactions	Agency Fee	Portal Fee	Estimated Merchant Fee (2.25%)	Recommended Online Fee	Total User Cost
Device Certification	6	\$1,000	\$2.00	\$22.50	\$24.50	\$1,024.50
Initial Technician Certifications	10	\$35	\$2.00	\$0.75	\$2.75	\$37.75
Technician Certification Renewal	90	\$25	\$2.00	\$0.50	\$2.50	\$27.50

**Merchant fee is calculated using an average of all card types and rounded to the nearest \$0.25.*

Signed Melissa Forrestier
Melissa Forrestier
Interim Administrator

Date Requested: _____

Signed _____
GTARB Board Chairman

Date Approved: _____

Governmental Technology Applications Review Board Meeting 4/1/2021

LP Gas OnTheGo

Application Description

The LP Gas (445) has partnered with OK.gov to provide the OnTheGo to assist the LP Gas in managing the truck inspections, truck inspections and citations. The system makes it easier for inspectors to perform inspections and citations while in the field. The web application accepts Visa, MasterCard, AMEX, Discover, and electronic checks.

Proposed Fee Structure

OnTheGo will collect fees for multiple payment types. The credit card fee structure will be 2.25% (weighted average merchant fees of the four major credit cards) of the total statutory fee and a portal fee of \$2.00. LP Gas has elected to pass on all merchant and portal fees associated with this application. LP Gas estimates processing an average of 150 transactions per month. We are working with NIC on OnTheGo.

Portal Fee	\$2.00
Merchant Fee	2.25%
Cards Accepted	Visa, MasterCard, AMEX, Discover
Number of Monthly Transactions	150 (estimated across all types)

Sample Transaction:

Service	Estimated # of Annual Transactions	Agency Fee	Portal Fee	Estimated Merchant Fee (2.25%)	Recommended Online Fee	Total User Cost
Trailer Inspections	900	\$150.00	\$2.00	\$3.50	\$5.50	\$155.50
Truck Inspections	900	\$150.00	\$2.00	\$3.50	\$5.50	\$155.50

*Merchant fee is calculated using an average of all card types and rounded to the nearest \$0.25.

Signed Melissa Forrester
Melissa Forrester
Interim Administrator

Date Requested: 4/5/21

Signed _____
GTARB Board Chairman

Date Approved: _____

Governmental Technology Applications Review Board Meeting
April 5, 2021

Council on Law Enforcement Education and Training:
Thentia / NIC Oklahoma:

Application Description

The Council on Law Enforcement Education and Training (415) has partnered with OK.gov to provide Thentia to assist CLEET in managing Online license applications. The system will allow potential licensees to complete and submit applications to CLEET and make the corresponding payments online. CLEET will use NIC Oklahoma for payment processing. The web application accepts Visa, MasterCard, AMEX, Discover, and electronic checks.

Proposed Fee Structure

NIC Oklahoma will collect fees for multiple payment types. The credit card fee structure will be 2.25% of the total statutory fee and a portal fee of \$2.00. CLEET has elected to pass on all merchant and portal fees associated with this application. CLEET estimates processing an average of 400 transactions per month.

Portal Fee	\$2.00
CLEET Convenience/Processing Fee (O.S. 3311(C)(1))	2.75%
Merchant Fee	2.25%
Cards Accepted	Visa, MasterCard, AMEX, Discover
Number of Monthly Transactions	400 (estimated across all types)

Sample Transaction:

Service	Estimated # of Annual Transactions	Agency Fee	Portal Fee	CLEET Conv/Proc Fee	Estimated Merchant Fee (2.25%)	Recommended Online Fee	Total User Cost
Unarmed Security Guard	1,840	\$50	\$2.00	\$1.38	\$1.13	\$4.51	\$54.51
Armed Security Guard	1,400	\$100	\$2.00	\$2.75	\$2.25	\$7.00	\$107.00
Armed Guard and Investigator	215	\$150	\$2.00	\$4.13	\$3.38	\$9.51	\$159.51

Signed Earl Morrison
 Earl Morrison
 CLEET, Interim Director

Date Requested: 04/06/2021

Signed _____
 GTARB Board Chairman

Date Approved: _____