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## OVERSIGHT COMMITTEE FOR STATE EMPLOYEE CHARITABLE CONTRIBUTIONS (OCSECC)

### Special Meeting Minutes

Wednesday, January 11, 2023- 2:00 p.m.  
Conference Room 4S.7  
State Capitol Building  
2300 North Lincoln Boulevard  
Oklahoma City, Oklahoma

## Minutes

Notice for this special meeting was filed with the Office of the Secretary of State on Monday, January 9, 2023; the agenda was posted in the Will Rogers Building in the glass case at the west entrance at 1:15 p.m. on Tuesday, January 10, 2023. This meeting was conducted in accordance with the provisions of the Open Meeting Act, Sections 301 through 315, Title 25.

#### Members Present

Jennifer Swearingen  
Stacey Foster  
Russell Boyd  
Brenda Sullivan  
Emily Giles  
Katie DeMuth

#### Members Absent

None

Tracy Osburn, OMES/HCM Legal Representative  
Annie Daniel, Secretary

#### SPCFRO Representatives

Nina Daylor, Executive VP, United Way of Central Oklahoma  
Megan Sellman, United Way of Central Oklahoma  
Haley Naylor, United Way of Central Oklahoma

### **A. Call to order and roll call**

Chair Swearingen called the meeting to order at 2:03 p.m.; roll was called.

**B. Notice of compliance with the Open Meetings Act**

Annie Daniel read the Statement of Compliance with the Oklahoma Open Meetings Act. The statement was signed after the reading.

**C. Review and approve minutes from the amended regular meeting on November 28, 2022**

Stacey Foster moved to approve the minutes of the November 28, 2022, amended regular meeting. Jennifer Swearingen seconded the motion. All members present voted yes to approve the minutes except for Katie DeMuth, who abstained.

**D. Update from United Way Representatives on the 2022 Campaign**

Megan Sellman informed the Committee that the totals surpassed the campaign goals for 2022 with a 4% increase from 2021.

**E. Review, discussion, and possible action on deadline for turning in 2023 State Charitable Campaign Application**

Megan Sellman provided a copy of the prepared application for the 2023 State Charitable Campaign, making note of the March 17, 2023, deadline.

Katie DuMuth moved to approve the deadline of March 17, 2023, and Emily Giles seconded the motion. All members present voted yes to approve the deadline.

**F. Review, discussion, and possible action on the 2023 State Charitable Campaign Application language and format**

After reviewing the application and noting the only changes made were to the dates as needed, Tracy Osburn advised the Committee on adding contingency language to the application in case the State Charitable Campaign is not renewed by the Legislature. Ms. Osburn directed United Way to insert the following language on the application ““applicants understand that this submission is contingent upon the continuation of the State Charitable Campaign through legislative action””.

A motion to approve the application as presented with the addition of the contingency language provided by Ms. Osburn was made by Katie DeMuth and seconded by Stacey Foster. All members present voted yes to approve the application.

**G. Discussion of the storage of the 2020 and 2021 State Charitable Campaign Applications at OMES**

Megan Sellman stated that applications for the last two years need to be moved from United Way to OMES for storage. Tracy Osburn directed United Way to scan as many as possible before moving them to OMES, due to a lack of storage space at OMES. She indicated that any scanning and destruction of the records should be coordinated through her to ensure it is done according to State statute.

**H. Update on the availability of online applications for the federations and charities**

Megan Sellman indicated that online applications will not be available for 2023 due to time constraints, but that United Way anticipates this option being available for the 2024 campaign.

**I. Update on the online donation option, EZ pledge, for state employees**

Megan Sellman shared that the EZ pledge option has proven to be a great tool for State employees and has helped increase pledges overall, especially with the transition to hybrid work schedules over the last two years.

**J. Update on the sunset of the Oversight Committee for State Employee Charitable Contributions**

Nina Daylor informed the Committee that authors on both the House and Senate sides of the Legislature have been identified and will be carrying the bills this session to continue the State Charitable Campaign. The bills will contain emergency clauses to ensure, if approved, that they will go into effect upon being signed by the governor so June campaign deadlines can be met.

**K. Report from Chair**

Chair Swearingen thanked United Way staff for their work on procuring authors for the sunset bill.

**L. Discussion of possible agenda items for the next meeting.**

Items for discussion on the next agenda should include proof of publication regarding the application process for the SPCFRO and a vote to approve the SPCFRO.

**M. Comments from visitors limited to agenda Items (5 minutes per person).**

No visitors.

**N. Adjournment.**

Jennifer Swearingen moved to adjourn the meeting of the Oversight Committee for State Employees Charitable Contributions at 2:32 p.m. Katie DeMuth seconded the motion. All members present approved.