

**TRUSTEES FOR THE DEPARTMENT OF MENTAL HEALTH
AND SUBSTANCE ABUSE SERVICES REAL PROPERTY TRUST**

November 19, 2021

**Department of Mental Health
and Substance Abuse Services
Oklahoma City Oklahoma**

MINUTES

Board members present via Zoom: Courtney Knoblock, MPA (Chair)
Kim Holland
Hossein Moini
Shannon O'Doherty
Kristin Stacy, J.D.
Carisa Wilsie, Ph.D.

Others present in person: Commissioner Carrie Slatton-Hodges,
ODMHSAS
Durand Crosby, Ph.D., ODMHSAS
Jessica Lewallen, ODMHSAS
Shawn McCarty, ODMHSAS

CALL TO ORDER

Ms. Knoblock called the meeting to order and declared a quorum was present.

**APPROVAL OF MINUTES OF THE NOVEMBER 13, 2020, REAL PROPERTY
TRUST MEETING**

Dr. Wilsie moved to approve the November 13, 2020, minutes. Mr. Moini
seconded the motion.

ROLL CALL VOTE

Ms. Holland	Abstained	Ms. O'Doherty	Yes
Ms. Knoblock	Yes	Ms. Stacy	Yes
Mr. Moini	Yes	Dr. Wilsie	Yes

DISCUSSION AND POSSIBLE ACTION REGARDING CONVEYANCE OF PROPERTY IN WOODWARD COUNTY

Dr. Crosby welcomed new Board member, Ms. Kim Holland, who was sitting in as a trustee for the first time. Dr. Crosby stated that many years ago, the legislature passed a statute which required the Department to put all its land into a land trust to be held in perpetuity, or until the Legislature gave approval for the Department to take it out for sale. He stated that this board sits as the trustees over the Departments land trust. He stated that the statute also states that all proceeds from the sale of the land must be used for Department infrastructure. He stated that pursuant to an Operating Agreement, the Department handles the use of the land, such as leases, and each year provides an annual accounting of the land that is in the Trust. He stated that a copy of the Land Trust's annual report is provided in the Board book

Dr. Crosby stated that there has been a lot of discussion recently regarding land near Northwest Center for Behavioral Health. He stated that the DOC is in the process of closing that facility, and the Department is in the process of cleaning up land titles. He stated that a consumer conveyed us a small piece of land from his will, essentially thanking us for our services. He stated that the Department generally leases the land for grazing to collect revenue. He explained that because all of the Department's land must be placed in a trust, the Department is requesting the trust accept the property into the land trust with the rest of the NCBH land. He stated that this land had been valued at \$2500, and that the Department is requesting that the trust vote to accept the land from the consumer and place it into the land trust. He stated that accounting of all the land currently in the trust is provided in the handout.

Ms. Knoblock asked if there were any other questions regarding the land in Woodward.

Dr. Wilse stated that this sounds like agricultural and inquired as to what surrounds the land and asked if there was any contamination to the land as that could be a liability.

Dr. Crosby stated that he did not know if there had been any contamination but could investigate it.

Ms. Knoblock stated that would be an environmental liability.

Ms. Knoblock asked if there is a land trust policy that states before a piece of land can be accepted into the Trust that an environmental survey is completed, or if an environmental phase 1 is produced related to any property accepted.

Dr. Crosby stated that up to this date, the agency has not done environmental surveys, and offered to put the vote on hold while the study is conducted.

Ms. Knoblock stated that the expense of an environmental phase 1 might not be necessary if the Board understood what this property and the areas that surround it has been used for.

Dr. Crosby stated that he could reach out to the Department of Environmental Quality and ask them to visit Fort Supply and examine the land. He stated that the matter can be tabled and brought to the next Real Property Trust meeting.

Ms. Knoblock stated that she would feel more comfortable having the DEQ visit Fort Supply and have Dr. Crosby visit with Commissioner Slatton-Hodges about the policy to ensure the property is environmentally cleared before it is accepted into the trust.

Dr. Crosby stated that the property manager, Mr. Shawn McCarty, is visiting with us today and that he may be able to give us more insight.

Mr. McCarty stated that the land is roughly a third of an acre lot and that at a point in time there had been a trailer home on the property. He stated that he believed that the trailer home belonged to one of our consumers who deeded it to the Department two or three decades ago. He explained that he found out about it several years ago, and he thought he had it conveyed but he had not. He stated that he is trying to get it conveyed into the trust.

Ms. Knoblock asked if we are responsible for any upkeep on the property such as mowing, or if we pay to have it mowed every month.

Mr. McCarty stated that he has taken care of it, as it is a small lot.

Ms. Knoblock asked how the board felt about conveying the property into the trust and not having it cleared environmentally.

Dr. Crosby stated that when we started conveying all our properties into the trust, we took whatever we owned, and it was conveyed just as it was. He stated that to his knowledge there has been no environmental study on this land at all.

Ms. Knoblock stated that the Board would feel better if an environmental study took place on the land and expressed a need to revisit the policy and see that prior to conveying any property into the trust that it be cleared environmentally. She also stated that a review of any burden of maintenance would be prudent as well.

Ms. Knoblock stated that this decision reflects a little bit more about how the trustees would want to approach things in the future as much as it does about this land.

Dr. Crosby stated the other piece for the trustees to review is the accounting. He stated that there is an operating link between the trustees and the Department,

which can also be reexamined as no one who currently sits on the Board was part of the Board when that operating agreement was created. He stated that he would be happy to send the agreement for all to review. He stated that per the agreement we provide an accounting at least once a year, which takes place at the November Board meeting, where a review is done of all the property currently in the trust. He explained that this also includes items such as which land has leases on them, easements, and things of that nature.

Ms. Knoblock stated that it would be helpful to have the original agreement sent to the Board members.

Dr. Crosby stated that based on the previous conversation, it would be prudent for the Trustees to look at the agreement.

Ms. Knoblock stated that she agreed with Dr. Crosby.

DISCUSSION AND POSSIBLE ACTION RE: ACCOUNTING OF REAL PROPERTY TRUST.

Dr. Wilsie moved to approve the accounting of the real property trust. Mr. Moini seconded the motion.

ROLL CALL VOTE

Ms. Holland	Yes	Ms. O'Doherty	Yes
Ms. Knoblock	Yes	Ms. Stacy	Yes
Mr. Moini	Yes	Dr. Wilsie	Yes

Ms. Knoblock stated that Dr. Crosby will look for the original agreement, and at the next meeting, the Trustees will review an acceptance policy related to accepting land into the trust.

Dr. Crosby stated that that was correct.

Ms. Knoblock stated that at the next meeting, the Trustees will hold the vote and discuss the Woodward property again.

Dr. Crosby stated that there could be a delay with DEQ due to the holiday season.

Ms. Knoblock asked if there would be an issue with not accepting this particular property into the trust before the end of the year.

Dr. Crosby stated that technically, the Department already owns the land; for now, it's not in the land, but something will eventually have to be done with it. He stated that it was fine to not accept the land into the trust at this time.

DISCUSSION AND POSSIBLE ACTION REGARDING MEETING DATES FOR CALENDAR YEAR 2021

Suggested meeting dates and time (4th Friday) 10.30 a.m.

January 28, 2022

March 25, 2022

May 27, 2022

June 24, 2022

July 22, 2022

September 23, 2022

November 18, 2022 (3rd Friday, due to Thanksgiving Holiday)

Ms. O'Doherty moved to accept meeting dates for 2022. Dr. Wilsie seconded it.

ROLL CALL VOTE

Ms. Holland	Yes	Ms. O'Doherty	Yes
Ms. Knoblock	Yes	Ms. Stacy	Yes
Mr. Moini	Yes	Dr. Wilsie	Yes

NEW BUSINESS

Ms. Knoblock stated that having no new business to discuss, we will adjourn, and that we will reconvene the ODMHSAS Board meeting.

ADJOURNMENT

Ms. O'Doherty moved to adjourn. Dr. Wilsie seconded the motion.

ROLL CALL VOTE

Ms. Holland	Yes	Ms. O'Doherty	Yes
Ms. Knoblock	Yes	Ms. Stacy	Yes
Mr. Moini	Yes	Dr. Wilsie	Yes



Courtney Latta Knoblock, MPA



Kristin Stacy, J.D.



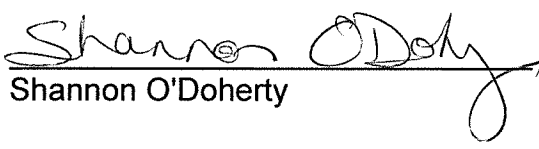
Hossein Moini



Kim Holland



Carisa Wilsie, Ph.D.



Shannon O'Doherty

