



**State Governmental Technology Applications Review Board
Office of Management and Enterprise Services
Special Meeting Minutes
OMES IS Data Center, Conference Room 2024
3115 N. Lincoln Blvd., Oklahoma City, OK 73105
Wednesday, Jan. 12, 2022, 2:00 p.m.**

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

MEMBERS PRESENT: Lynne Bajema
Kathy Aebischer
Dedra Blackwell
Eric Cannaday
Sujeet Sheno
Cathy Menefee

MEMBERS ABSENT: Matthew Phillips
Tom Robins

GUESTS: Jason Lawson, OMES IS, Deputy General Counsel
Beverly Hicks, OMES
Shauna Cole, OMES
Mary Ann Terral, OSBP

I. Call to order and establish a quorum:

Board member Lynne Bajema called the meeting to order at 2:00 p.m. A roll call was taken, and a quorum was established. Ms. Bajema was advised a meeting notice was filed with the Secretary of State and the agenda posted in accordance with the Open Meeting Act.

II. Welcome/introductions:

Ms. Bajema welcomed new members Kathy Aebischer and Eric Cannaday and guests to the meeting.

III. Discussion and possible action on the election of a chairperson for a two-year term:

Eric Cannaday moved to table to the next meeting. Dedra Blackwell seconded the motion. The motion passed, and the following votes were recorded:

Ms. Aebischer, yes; Ms. Bajema, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Sheno, yes.

IV. Discussion and possible action to approve the Nov. 10, 2021, special meeting minutes:

Dedra Blackwell moved to approve the meeting minutes of November. Eric Cannaday seconded the motion. The motion passed, and the following votes were recorded:

Ms. Aebischer, abstain; Ms. Bajema, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Shenoi, yes.

V. Review, discussion, and possible action on convenience fees and other fee proposals:
i. OK State Board of Pharmacy – Thentia/Authorize.net – Online payment services. [Mary Terral]

Eric Cannaday moved to approve. Kathy Aebischer seconded the motion. The motion passed, and the following votes were recorded:

Ms. Aebischer, yes; Ms. Bajema, yes; Ms. Blackwell, yes; Mr. Cannaday, yes; Ms. Menefee, yes; Mr. Shenoi, yes.

VI. Update on Application Review Board Role and Authority: [Jason Lawson, Deputy General Counsel]

Mr. Lawson updated the members on the responsibilities of the GTARB. The Board is the Authority that oversees the portal and merchant transaction fees of agencies before they are passed on to the end-users/public. They report their findings and give recommendations to the State Chief Information Officer.

He made known that Robert’s Rules of Order are not applicable and that the members are under the majority vote authority.

He cautioned members on the consequences of meeting outside the agenda that puts them in violation of the Open Meeting Act; sending group emails discussing any business of the GTARB is considered a violation of the Open Meeting Act.

Update only. No action was taken.

VII. CIO’s Comments: [Jerry Moore, State Chief Information Officer] – None to report.

VIII. Chair updates and discussion: None to report.

IX. Adjournment:

There being no further business, Mr. Cannaday made the motion to adjourn. Ms. Blackwell seconded the motion. Seeing no opposition, the meeting adjourned at 2:21 p.m.