

**Incentive Evaluation Commission  
Meeting Minutes  
Sept. 21, 2017  
Oklahoma State Capitol  
Rm. 419C, 2:00 p.m.  
Oklahoma City, Oklahoma**

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

**MEMBERS PRESENT:** Ron Brown, Layperson  
Jim Denton, CPA, Auditor of Private Firm  
Carlos Johnson, Certified Public Accountant  
Dr. Cynthia Rogers, Economist  
Lyle Roggow, President of the OK Professional Economic  
Development Council  
Denise Northrup, Ex Officio; Non-voting (OMES)  
Commissioner Burrage, Ex Officio; Non-voting (Tax Commission)  
Secretary Snodgrass, Ex Officio; Non-voting (Dept. of Commerce)

**MEMBERS ABSENT:** None.

**STAFF/GUESTS:** Shelley Zumwalt, OMES Public Affairs Director  
Beverly Hicks, OMES Recording Secretary  
Mary Ann Roberts, OK Tax Commission  
Randall Bauer, PFM  
Leslie Blair, ODOC  
Jamie J. Herrera, ODOC  
Jon Chiappe, ODOC  
Kelen Taylor, OK Sentate  
Jordan Perdue, State Bond Advisors Office  
Ryan Kilpatrick, FKG Consulting  
Dennis Adkins, AES Shadypoint  
Eric Pollard, ACOG  
Scott Minton, OnCue  
Norman Herrera, Sparq  
Dave Miller, ONEGAS  
Justis Huddleston, CSVEST  
Baylee Butler, 1889 Institute  
Byron Schlomach, 1889 Institute  
Shawn Ashley, ECapitol

**1. Call to order and establish a quorum. [Lyle Roggow, chairman]**

Chairman Lyle Roggow called the meeting to order at 2:01 p.m. A roll call was taken and a quorum established. The Chair was advised that notice of the meeting was given and an agenda posted in accordance with the Open Meeting Act.

**2. Approval of minutes from the April 27, 2017 Commission meeting. [Lyle Roggow]**

Mr. Johnson moved to approve meeting minutes of April. Mr. Brown seconded the motion; the motion passed and the following votes recorded:

Mr. Brown, aye; Mr. Denton, aye; Mr. Johnson, aye; Dr. Rogers, aye; Mr. Roggow, aye.

**3. Report from PFM Consultant, Randy Bauer. [Lyle Roggow]**

Mr. Bauer gave the Commission an update and overview of where they are in the process on evaluation details and timelines. The evaluations report should be ready for view Friday, September 29, 2017.

The Commission had two choices last year of either accepting or rejecting the consultant's evaluations. Legislation provides the Commission opportunity to modify the evaluations recommended by PFM. The recommendation on incentives this year is to retain, rescind or revise them.

HB2182 lays out the conditions of what PFM has to provide within an incentive.

This year's format of the report consists of Executive Summary, Findings and Recommendations, Introduction, Industry Background, Incentive Use and Administration, Economic and Fiscal Impact, Benchmarking and Best Practices and Appendices.

Mr. Bauer reported that Pew had significant involvement in establishing the process for Oklahoma and in their national assessment titled, "How States are Improving Tax Incentives for Jobs and Growth." It was found, after evaluating fifty states on criteria, related to planning, measuring the impact, and informing policy choices, Oklahoma was recognized as one of the top ten states identified in taking meaningful steps in all three categories that leads to regular, high quality analysis within a state.

Presentation only. No action taken.

**4. Discussion and possible action for setting the special calendar dates for meetings: [Lyle Roggow]**

The Commission chose the special meeting date of October 12, at 10:00 a.m. to hear PFM present their report on facts and findings.

The regular scheduled meetings are November 3, for the Public Hearing and November 17, for discussion and possible action on the findings of the Public Hearing.

**5. Discussion and possible action on Public Hearing process “IEC Guidelines for Submitting Request. [Lyle Roggow]**

The Commission chose to keep the same process and guidelines as last year. See the attached document “Guidelines for Submitting Request to be Placed on the Commission’s Agenda.”

Mr. Denton moved to approve. Mr. Brown seconded the motion; the motion passed and the following votes recorded:

Mr. Brown, aye; Mr. Denton, aye; Mr. Johnson, aye; Dr. Rogers, aye; Mr. Roggow, aye.

**6. Updates and Discussion:**

Website update – The Commission requested to see more organization on the website. It was explained that the website is limited based on the structure and set up. The goal moving forward is to make it user friendly and easier to access documents within the boundaries of the structure of the website.

**7. Adjourn. [Lyle Roggow]**

There being no further business, Mr. Brown made the motion to adjourn. Mr. Denton seconded the motion. Seeing no opposition, the meeting adjourned at 2:36 p.m.

## **GUIDELINES FOR SUBMITTING REQUEST TO BE PLACED ON THE COMMISSION AGENDA**

While submission of written commentary is preferred, the Commission will provide an opportunity for oral presentation. Oral presentations are subject to the following guidelines:

### Process for submitting request

1. IEC meeting will be held on Friday, Nov. 3 at 1 p.m.
2. All request (speaking or written documentation) must be received no later than 48 hours prior to the meeting. Therefore, have request submitted by 2 p.m. on Tuesday, Oct. 31, 2016 to IEC.
3. Go to <http://iec.ok.gov/>
4. Open evaluations tab and select "Schedule"
5. Each incentive on pages 2 and 3 has a location to "Submit Feedback"
6. Provide Your Name
7. Provide Your e-mail address
8. In the "Message" area, let us know if you wish to speak. Otherwise, provide written detail about the incentive including the page number of the report, issue and or information that may need consideration.
9. It is strongly encourage that individuals should provide written comments to the IEC Commissioners, staff and PMF Group. Written comments will assist in expediting the process of incorporating acceptable changes into the Final Report.
10. Members of the public can also email [Beverly.hicks@omes.ok.gov](mailto:Beverly.hicks@omes.ok.gov) directly if they wish to speak at the meeting. Include name and topic.

### Speaking

1. Only one speaker per organization allowed;
2. Speakers must identify themselves and state with whom they are represent;
3. Comments must relate to the agenda topic currently under consideration;
4. Comments are limited to three minutes;
5. The Chairman, at the request of any Commissioner, may grant the speaker additional time; and
6. If the Commission poses questions of the speaker, such questions and their answers will not count against the allotted three minutes.