

**Oklahoma Health Workforce Training Commission  
Commission Meeting  
April 17, 2025**

**MINUTES**

The Board of Oklahoma Health Care Workforce Training Commission met for a commission meeting at 3:00 p.m., on Thursday, April 17, 2025, at the University of Oklahoma's Andrews Academic Tower 1<sup>st</sup> Floor Conference Room C at 800 Stanton L. Young Blvd. Oklahoma City, OK 73104. Notice of the meeting had been properly filed with the Secretary of State, and a copy of the notice and agenda was posted on Monday, April 14, 2025 at 11:00 a.m., in prominent public view at HWTC, and on the Commission website, <https://Oklahoma.gov/hwtc.html>, in compliance with the Open Meeting Act.

**Commission Members Present**

Kevin Khoury, Vice Chair  
Joe Leverett, M.D.  
Ryan Oden, D.O.  
Layne Subera, D.O.  
Abdul Khan-Sahizada, M.D.  
Douglas Williams, R.N.  
Kerri Bayer, R.N.

**HWTC Staff Present**

Kami Fullingim, Executive Director  
Cher Golding, Deputy Director  
Sara Librandi  
Michelle Cecil  
Casey Mayo  
Dacia Mayhue  
Jacob Young

**Guests Present**

Maria Maule  
Eddie Withers  
Kari Rayle, FDN-P

Vice Chair, Mr. Khoury called the meeting to order at 3:03 p.m. Roll call established the presence of a quorum with seven (7) Commission members present: Mr. Kevin Khoury, Dr. Joe Leverett, Ms. Kerri Bayer, Dr. Layne Subera, Mr. Douglas Williams and Dr. Abdul Khan. Dr. Ryan Oden arrived shortly after at 3:05 p.m.

Mr. Khoury read the Mission statement of the Health Care Workforce Training Commission and then asked those around the room to introduce themselves.

Ms. Bayer made a motion, seconded by Dr. Leverett, to approve the minutes of the March 13, 2025, Commission meeting as presented. Those voting for the motion: Ms. Bayer, Dr. Leverett, Mr. Khoury, Dr. Oden, Mr. Williams, Dr. Khan and Dr. Subera. Those voting against the motion: None.

Ms. Fullingim presented a proposed date change to the September meeting as Ms. Fullingim and Ms. Golding will be at a conference during the date of September 18th. The Commission discussed the next available best date and landed on the new date of September 25<sup>th</sup>. Mr. Williams made a motion, seconded by Dr. Oden, to move the September 18<sup>th</sup> Commission Meeting to September 25<sup>th</sup>. Those voting for the motion: Mr. Williams, Dr. Oden, Mr. Khoury, Dr. Leverett, Ms. Bayer, Dr. Khan and Dr. Subera. Those voting against the motion: None.

Ms. Fullingim gave the director's report. Ms. Fullingim began her report by highlighting the two conferences hosted by the OOA and making some beneficial connections. She was grateful for HWTC to be listed as resources in speakers' presentations on rural health. She continued by summarizing the budget presentation and committee requests that she asked for a slight increase in budget with the move incorporated, but there's potential to decrease the budget by 2%. She continued her report with the legislative updates on the ARPA Projects by informing the commission of the moved-up timeline for projects money spent to June of 2026 rather than December. There was discussion of the process of how these projects get paid for their spendings and that they have been informed of this timeline reduction by Ms. Librandi. Ms. Fullingim continued with her report stating that she received great training at the Federal Grant Training Conference. She rounded out her report by discussing a retention and recruitment meeting she had with Robert Salinas, MD. There seems to be an overall decrease in applicants, residents staying in Oklahoma, and doctors staying in Oklahoma. Ms. Rayle gave some insight into the insurance struggles happening in rural practices with Medicare/Medicaid and hospitalization.

Ms. Golding presented three (3) potential applicants for the Physician Loan Repayment Program. The first applicant is Damiana Cabello, D.O. and has an educational debt of \$229,093.00 and is eligible to receive \$200,000.00. Dr. Cabello would like to practice in Miami, OK, and is due to start August 2025 and will be a TSET and community sponsorship. The second applicant is Katie Thompson, D.O., and she has an educational debt of \$241,351.00 and is eligible to receive \$200,000.00. Dr. Thompson would like to practice family medicine in Stillwater, OK, starting in August 2025 and will be an OSMA and community sponsorship. The third applicant is Jay Stinson, D.O., and he has an educational debt of \$307,000.00 and is eligible to receive \$200,000.00. Dr. Stinson would like to practice in Duncan, OK, starting in August 2025 and will be a TSET and community sponsorship. Dr. Leverett made the motion to approve Dr. Cabello, Dr. Thompson, and Dr. Stinson, for the Physician Loan Repayment Program as presented. Mr. Williams seconded the motion. Those voting for the motion: Dr. Leverett, Mr. Williams, Mr. Khoury, Ms. Bayer, Dr. Oden, Dr. Khan, and Dr. Subera. Those voting against the motion: None.

Ms. Cecil presented one (1) potential applicants for the Nurse Practitioner Loan Repayment Program. The applicant is Kylee Ramirez, APRN. Ms. Ramirez has an educational debt of \$120,635 and is eligible to receive \$60,000.00. She just started in March of 2025, and would receive the first payment in March of 2026. Dr. Leverett made the motion to approve. Ms. Bayer seconded the motion. Those voting for the motion: Dr. Leverett, Ms. Bayer, Mr. Khoury, Dr. Khan, Mr. Williams, Dr. Oden, and Dr. Subera. Those voting against the motion: None.

Mr. Godwin presented a reimbursement request under \$50,000 to be Approved by the Executive Director Pursuant to OAC 540:55-3-6(c)(1). Northern Oklahoma University reimbursement of \$3,100.00 for a new hospital bed. Northwestern Oklahoma State University reimbursement of \$9,313.83 for Smart Board and other technology upgrades.



Mr. Godwin presented a construction reimbursement request between \$50,000 and \$500,000 to be Approved by the Executive Director Pursuant to OAC 540:55-3-6(c)(2)(A). Southeastern Oklahoma State University reimbursement of \$63,106.60 for Science Building renovations.

Ms. Librandi presented a reimbursement request for construction costs of \$50,000 or More to be Approved by the Commission Pursuant to OAC 540:55-3-6(c)(2)(B). Care Providers have submitted a request for \$187,598.80 for payroll, consulting, and various training courses. NEO A&M has submitted a request for \$270,700.26 for signage, furniture, and demolition work. Career Tech requested \$240,728.96 towards social media marketing programs and mannequins. Career Tech requested \$126,315.94 for furniture and various medical equipment. Oklahoma City Community College requested reimbursement of \$182,893.48 for payroll, technology, and office furniture. Tulsa Community College submitted a request for \$186,943.88 towards payroll, renovations, and a Pyxis MedStation. Dr. Oden made a motion, seconded by Ms. Bayer, to approve the reimbursement requests. Those voting for the motion: Dr. Oden, Ms. Bayer, Mr. Khoury, Dr. Leverett, Dr. Subera, Mr. Williams, and Dr. Khan. Those voting against the motion: None.

Ms. Librandi presented reimbursement requests for construction costs of \$500,000 or More to be Approved by the Commission Pursuant to OAC 540:55-3-6(c)(2)(B). East Central University submitted a request for \$3,126,049.95 for the Fire Marshall inspection, insurance, and architect services. Dr. Leverett made a motion, seconded by Dr. Subera, to approve the reimbursement requests. Those voting for the motion: Dr. Leverett, Dr. Subera, Mr. Khoury, Ms. Bayer, Dr. Oden, Mr. Williams, and Dr. Khan. Those voting against the motion: None.

Ms. Librandi reviewed the progress photos of construction and renovation projects HWTC ARPA has budgeted money for. These photos included progress from NSU Optometry, Southwestern OSU Hodge Center, Tri County Tech Center, East Central University, Rose State College, Southeastern Oklahoma State University, and Tulsa Community College.

Ms. Librandi reviewed the HWTC ARPA Budget with the commission members and determined that we do not plan on spending over our budgeted amount.

Dr. Leverett made a motion, seconded by Ms. Bayer, to go into an executive session to discuss the EEOC Charge 564-2024-02696. Those voting for the motion: Dr. Leverett, Ms. Bayer, Mr. Khoury, Dr. Subera, Dr. Oden, Mr. Williams, and Dr. Khan. Those voting against the motion: None.

Ms. Maule highlighted that there were no votes or straw pulls during this session, and only the EEOC Charge was discussed.

Dr. Oden made a motion, seconded by Mr. Williams, to come out of executive session and back to our commission meeting. Those voting for the motion: Dr. Oden, Mr. Williams, Mr. Khoury, Dr. Subera, Dr. Leverett, Ms. Bayer, and Dr. Khan. Those voting against the motion: None.

There was no sign up for public comment.

At 4:32 p.m. Mr. Khoury adjourned the Commission Meeting.

  
Jonathan Bushman, Board Chair 6/19/2025