



*Indian Nations Council of Governments*  
**Board of Directors**

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Tuesday, March 12, 2024  
1:30 p.m.

Williams Tower I  
Saint Francis Conference Room  
One West 3<sup>rd</sup> Street  
Tulsa, Oklahoma

**AMENDED NOTICE AND AGENDA**

**CONSIDER, DISCUSS AND/OR TAKE ACTION ON:**

**1. Call to Order**

**2. Approval of Minutes of INCOG Board meeting February 6, 2024**

**3. Staff Report**

**4. Legislative Report**

The Legislature is now past its first major legislative deadline for bills to clear their committees of origin. The Board will be briefed on the status of the Coalition of Tulsa Area Governments legislative slate and other bills of interest to our local governments.

**5. INCOG Aging Services**

The Tri-County Council on Aging (TCCA) serves as the advisory council for the INCOG Area Agency on Aging. Per TCCA by-laws, members are nominated for staggered three-year terms. A majority of the members must be 60 or older and should represent a cross-section of people from the aging services area of Tulsa, Creek, and Osage Counties. Nomination for 2024-2026 terms for Dr. Laurie McLemore (Tulsa County), Leonard Pirtle (Tulsa County), and Adrian Rolle (Tulsa County) were reviewed and recommended by the TCCA on February 21, 2024. The Board is asked to approve the recommended new appointments to the Tri-County Council on Aging.

**6. Energy Revolving Loan**

In November 2013, the INCOG Board approved a request from the Oklahoma Department of Commerce (ODOC) that INCOG administer the balance of an Energy Efficiency Revolving Loan Fund (RLF) in the amount of \$1.52 M. The original state Energy Revolving Loan Program was administered by ODOC and funded by the US Department of Energy (DOE). The loan program finances the implementation of alternative fuel infrastructure or fleet conversions, building energy efficiency retrofits, energy demand management projects, and renewable energy installations. INCOG previously approved a loan to Rogers County and several loans to Tulsa County for eligible energy projects. Through loan repayments the fund now has approximately \$1M available for additional loans.

During last calendar year INCOG issued several Requests for Proposals for loan applications. Applications have been received for eligible projects submitted by the City of Broken Arrow and City of Hominy. A summary of the proposed projects is included in the agenda packet. Staff reviewed the loan applications and recommends approval of the projects and preparation and execution of loan documents upon concurrence by ODOC and DOE.

**7. A Way Home for Tulsa Leadership Council**

The A Way Home for Tulsa Leadership Council (Leadership Council) is a public-private, cross-sector decision making and leadership body that provides guidance to the community in responding to homelessness, develops and implements strategic plans, and serves as the Continuum of Care (CoC) Board for Tulsa. The Leadership Council by-laws provide

for an INCOG representative on the Council with approval by the INCOG Board. The INCOG Board is asked to approve the reappointment of Claudia Brierre to the Leadership Council.

**8. Accept and File Audit Report**

Hinkle & Company, (CPA) has recently completed the external audit of INCOG’s financial operations for the fiscal year ending June 30, 2023. A representative of the firm will summarize the audit and address any questions the Board may have. A copy of the report is included with the agenda packet. The Board is asked to receive and file the audit.

**9. INCOG Purchasing Policy**

INCOG is updating our purchasing policy for procuring goods and services. The policy delineates the process and dollar thresholds for purchases. The INCOG Board in 2010 authorized the Executive Director to approve purchases of \$5,000 or less. In light of cost escalation since that time, it seems appropriate to review that threshold in conjunction with updating our purchasing policy. The Executive Committee will meet prior to the Board meeting to review the policy. The Board is asked to consider any recommendation of the Executive Committee to increase the purchase amount requiring prior Board approval.

**10. Contracts**

A. Receivables:

1. Board of Regents of the University of Oklahoma Health Science Center (OUHSC) – Senior Farmers Market program participant recruitment – Up to \$2,000 - (new)
2. Oklahoma Department of Commerce (ODOC) - Community Expansion of Nutrition Assistance (CENA) program - increase contract amount by \$733.37 - (original contract amount \$188,181)
3. Safe Streets and Roads for All grant – Matching funds for design services for grant funded local projects:
  - a. City of Broken Arrow - \$103,571
  - b. City of Jenks - \$20,714
  - c. City of Owasso - \$20,714
  - d. City of Tulsa - \$284,821
  - e. Tulsa County - \$103,571
  - f. Wagoner County - \$10,357
4. City of Tulsa – Traffic count (StreetLight Data, Inc.) software - \$25,000 (last year \$21,839)

B. Expenditures:

1. City of Tulsa – 918 Trails Wayfinding Signage (CMAQ) - ~~\$25,868~~ **\$27,200** (new)
2. Glenpool Senior Citizens, Inc. – (CENA) – amendment to increase funding by \$160 - (original contract amount including previous amendment - \$4,820)
3. The Common Good, Inc. – (CENA) – amendment to to increase funding by \$575 - (original contract amount including previous amendment- \$16,817)
4. StreetLight Data, Inc.– Traffic count software and training – two year contract at \$125,000 annually (last year \$109,197 annual)
5. Garver Engineering - Safe Streets and Roads for All grant – Design services for local projects - \$2,718,750 (new)
6. Tulsa Drillers – Air Quality Program 2024 season kick-off event - \$8,260 (last year \$7,940)

**11. New Business**

**12. Announcements**

**13. Adjourn**

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY INCOG AT (918) 584-7526