**Oklahoma Association for Pupil Transportation  
Board Meeting  
Wednesday – November 13, 2019, 10:00 am  
Oklahoma State Department of Education**

1. Called to order: 10:08am
2. Roll Call of Board: Roll Call of Leadership Team:

Tammy Bowler \_\_P\_\_\_ Tina Spence \_\_A\_\_

Gary Greenhill \_\_\_P\_\_ Tammy Shepard \_A\_\_

LeeAnn Millan \_\_A\_\_\_ Billy Whittenburg \_P\_\_

Chuck Lawson \_\_P\_\_\_ Billie Sistrunk \_\_A\_\_\_

Eric Anderson \_\_P\_\_\_ Susan Hutton \_A\_\_\_

Gabe Hayes \_\_A\_\_\_\_\_ Kevin Means \_\_A\_\_

Janiece Cress \_\_\_A\_\_\_ Sean Parker \_\_A\_\_\_

Joel Illgen \_\_P\_\_\_\_\_ Robert Feinberg \_P\_\_

Donnie Ryan \_\_P\_\_\_\_ Kim Hamilton \_A\_\_\_

Kevin Winn \_\_\_\_A\_\_ Chandria Youngblood \_\_P (10:39)\_

Randy Empting \_P\_\_ James McNabb \_\_P\_\_\_

3. Recognition of Guests: Thane Bowles - Jenks

4. Reading and approval of October 9th, 2019 minutes: Gary Greenhill

Motion to approve (with correction): \_\_Eric\_\_\_\_\_\_\_\_\_\_ 2nd: \_Joel\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. SDE updates: Tina Spence – N/A

6. DPS updates: Tammy Shepard – N/A

7. New Business:

Payment of Matt Tarr invoice #20191101

Motion to Approve: \_\_\_\_Chuck\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd \_\_\_Gary\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment of Smart Horizons Invoice # 15-032995 & # 15-032131

Motion to approve: \_\_Eric\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd\_\_\_Chuck\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Consideration and discussion to pay Kim Hamilton for the online orders placed during the month of October. Invoice # 11072019-1

Motion to approve: \_\_\_Randy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd\_\_\_Chuck\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Conference/Discussions/needs:

James McNabb: Proposal on PDS classes – Discussion on making an announcement during a general session to announce intent to offer more classes to provide a pathway to certification. Gary asked about membership in NAPT and if NAPT Membership can be required or be included in the fee. A motion was made to offer PDS 101 at a cost of $1150.00 and work to getting a cohort style group to gain certification. Motion to approve: \_\_\_Chuck\_\_\_ 2nd \_\_\_\_Joel\_\_\_\_\_

Speakers: Morris Morrison?

Sue Shutrump?

Walt Stasinski?

National Safety Council

Inspector certification: PowerPoint training with the new written test (multiple choice with pictures) to gain certification. After test students will watch the instructor perform a demonstration inspection on a bus. Motion to charge $50 per person and pay the instructor $400 plus Saturday room rate as well as Saturday lunch. Motion to Approve \_\_Gary\_\_\_\_\_ 2nd \_\_\_\_Donnie\_\_\_\_

Choctaw Registration information: Room rate is $94 with a 9.375% tribal tax. The block code is 2006OAPTCO. PO’s must be notified at the time of reservation and be on file at the hotel two weeks prior to stay. Point of contact is Maribel Zamora

Newsletter: Tammy brought sample newsletter and will send out in December

9. Officers reports:

Treasurer report: Gary Greenhill – Continuing with transfer from Jonathan to Donnie. Also need to pay membership to NAPT $200: Motion to approve \_\_\_Eric\_\_\_\_ 2nd \_\_\_\_Randy\_\_\_\_

Area Directors: Joel Illgen

Gabe Hayes

Chuck Lawson

Randy Empting

Janiece Cress

Kevin Winn

Vendor Director: Eric Anderson

10. Committee Reports:

Registration: Kevin Winn, Janiece Cress, Chandria Youngblood

Conference Awards and Pins: Gary Greenhill, Tammy Bowler, Tina Spence, Janiece Cress

Nominations and Election: Randy Empting, Gary Greenhill, Janiece Cress

Mechanics Day: Gabe Hayes, Gary Greenhill, Joel Illgen

Conference Topics and Speakers: Tammy Bowler, LeeAnn Millan, James McNabb

Conference Catering and Logistics: Tammy Bowler, LeeAnn Millan, Kevin (Means)

Vendor Show and Buses: Eric Anderson, Kevin Means

Golf Tournament: Tammy Bowler, Robert Feinberg

Bylaws Review and Recommendations: Chuck Lawson, LeeAnn Millan – Changes are ready for Conference

2021-2022 Conference Locations: LeeAnn Millan, Eric Anderson, Kevin Winn

11. Old Business

12. Updates and/or needs of recurring debits:

ATT phone bill: Extension lines!!!!! ATT Enhanced Mobile: Tammy will keep the phone for a month to determine usage and needs going forward

PO Box: Is it being forwarded? Billing? Keys?: This is still being taken care of

insurance policy

accounting software(?) Billing? Still working with QuickBooks software

13. Adjournment:

Motion to approve: \_\_\_\_\_Joel\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd\_\_Eric\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_