

**MINUTES
PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY
REGULAR MEETING
MONDAY, OCTOBER 18TH, 2021
12:00 P.M.**

THE PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY MET IN REGULAR SESSION IN CITY COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

TRUSTEES: **FRED SORDAHL, ARIANNA DERR, DARRELL MOORE, DON BERGER, SCOTT MILLER, GENE DILLARD, LARRY WILLIAMS

EX-OFFICIO TRUSTEES: JARED CRISP - MUNICIPAL UTILITY BOARD GENERAL MANAGER, LARRY LEES - MAYOR

1. CALL MEETING TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE - MR. SORDAHL.

The meeting was called to order by Darrell Moore at 12:00 p.m. Prayer and Pledge of Allegiance were led by Mr. Moore.

2. ROLL CALL - MRS. COATS.

Roll call was conducted by Mrs. Coats. Trustees present included: Arianna Derr, Darrell Moore, Don Berger, Scott Miller, Gene Dillard, Larry Lees and Kim Ritchie. Trustees absent: Fred Sordahl, Larry Williams and Jared Crisp.

Others present: Main Street Director Jennie LaFave, Chamber of Commerce President Barbara Hawkins, MAIP representatives David Stewart and Sherry Alexander, Retail Attractions representative Rickey Hayes, GRDA representative Tom Gray, Candi Mendivil, Jenn Meeks, Samantha VonWald, Maria Yerton, Tim Lawson and Terry Aylward.

3. APPROVE MINUTES FROM THE SEPTEMBER 13TH, 2021 MEETING.

Motion was made by Miller, second by Derr to waive reading and approve minutes from the September 13th, 2021 meeting. Voting yes: Derr, Moore, Berger, Miller. Abstaining, counting as a no vote: Dillard. Voting no: none.

4. PETITIONS FROM THE AUDIENCE.

There were no petitions.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVAL OF 2022 EDTA MEETING SCHEDULE.

Motion was made by Derr, second by Miller to recommend Council action regarding approval of 2022 EDTA Meeting Schedule. All voted yes.

Moore moved to Item 8.

8. PRESENTATION BY DAVID STEWART AND MAYOR LEES REGARDING A PROPOSED TIF AT MID-AMERICA INDUSTRIAL PARK AND THE CITY OF PRYOR CREEK.

No action. Mr. Stewart and Mayor Lees spoke regarding casting a vision for the future. Mayor stated that possibly next month they would take this for a vote to draft a resolution for a TIF. The County tabled their vote regarding a TIF for now. Mr. Stewart stated that, in no way, will they do anything to damage county or school funding.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PHASE 1 OF THE PROPOSED DOWNTOWN STREETScape AND WAYFINDING MASTER PLAN, INCLUDING A PROPOSED TIMELINE AND FINANCING SCHEDULE.

Motion was made by Miller, second by Dillard to recommend Council action regarding Phase 1 of the proposed Downtown Streetscape and Wayfinding Master Plan, including a proposed timeline and financing schedule.

Jennie LaFave spoke to the changes that were made on the current draft. There were concerns regarding fabric canopies, so those were removed. There was concern about a fountain in the pocket park. They also added public restrooms. Regarding the ongoing concern about parking, LaFave stated she personally counted the parking spaces downtown, not counting parking lots, and counted 313 spaces.

Other concerns were raised about who would maintain all of the equipment, vegetation, etc.

A memorandum was provided by Mayor Lees that outlined the funding for this phase of the project.

Derr suggested having temporary bump-outs put in place before an upcoming large event, to get citizens accustomed to how the streets will be affected by the permanent ones. Miller and Dillard agreed that employees of downtown businesses should be required to park behind their businesses to keep the front parking for patrons.

Derr requested that the crosswalks be repainted early on while we are working on the funding.

Voting yes: Moore, Berger, Miller, Dillard, Derr. Voting no: none.

9. ECONOMIC DEVELOPMENT UPDATES - MAYOR LEES.

No action. Mayor stated that there are several housing developments in the works, and retail activities are heating up, as well.

Moore moved back to Item 6.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ACCEPTING RESIGNATION OF GENE DILLARD FROM SEAT #6 OF THE EDTA.

Motion was made by Derr, second by Miller to accept the resignation of Gene Dillard from Seat #6 of the EDTA. All voted yes.

10. ADJOURN.

Motion was made by Miller, second by Derr to adjourn at 12:56 pm. All voted yes.

Houston Wayne Brittain, CSHO, CRM
Phone: (918)-691-1760
5103 N 429 Pryor, OK 74361
<http://www.linkedin.com/in/houstonbrittain>

Professional Summary:

- 26 years of direct hands-on experience in Safety Management, Risk Management, Operations Management, Regulatory Compliance, Workman's Compensation, Security Protocol, DOT Transportation, Human Recourses, Travel & Entertainment, Warehouse Distribution, Retail Operations, Food Service Operations, Manufacturing and Fleet Maintenance.
- Accomplished in all phases of identifying and controlling Safety, Security, Operations, and Workman's Compensation.
- Experienced in evaluating, developing, and implementing customized strategic plans creating industry leading Environmental Health & Safety/ Operations Management, Rick Management and Security programs.
- Proven results in developing continuous long-term Safety & Health improvements leading to strong Safety Culture and sustained reductions in total cost of risk to the organization.
- Proven leader passionate about identifying talent and developing management professionals.
- Experienced in writing industry standards interacting closely with regulatory agencies.
- Experienced in managing Workman's Compensation claims from initial investigation to final resolution.
- Accomplished in developing and implementing strong behavior-based Safety programs resulting in reduction of accidents along with return-to-work programs.
- Expert in developing and implementing strong DEQ, DOT, EPA, OSHA, CSA, compliance programs including the training and auditing materials to support those programs.
- Seasoned trainer in all aspects of Safety, Security, Operations Management, Regulatory Compliance, Workman's Compensation, risk management and other industry needs.
- Accomplished in developing appropriate tracking and auditing tools to verify compliance, document results, and track continuous improvement.

Areas of Expertise:

Safety Process Improvement
Public Speaking
Fleet Maintenance
Risk Management
Regulatory Compliance
Human Recourses
Security Control
Talent Identification & Culture Leadership
Operational Management Balancing Strategic & Tactical Needs

**Customized Safety Programs Training Development & Implementation
(C-TPAT) Customs Trade Partnership Against Terrorism
OSHA, EPA, DOT Compliance Code Development & Implementation
Operations Management including Profit Loss**

Notable Achievements:

- ✓ Built and implemented complete Behavior Based Safety program resulting in more than 68% reduction in workman's compensation claims severity year over year 2011-2012.
- ✓ Successful in opening communication between management and the Safety Department quickly growing a strong safety culture with best practices.
- ✓ Managed a successful security program using outside vendor for a large campus of 1000 employees.
- ✓ Wrote and produced a company specific Safety standards video which was customized to the specific safety issues and concerns of our company and the industry.
- ✓ Maintained 25% average reduction in total accidents over a 3year period while the company continued to grow in revenue.
- ✓ Grew a successful operation spanning over 7 years increasing revenue year over year resulting in 5 promotions within the company.
- ✓ Successful completion of SSH Safety & Health Specialists certification in OSHA standards.
- ✓ Successful working with OSHA area directors to build successful safety programs resulting in good relationships with OSHA officials.
- ✓ Successfully obtained an official certification called C-TPAT Customs-Trade Partnership Against Terrorism for Miller Truck Lines.
- ✓ Safety Consultant helping multiple trucking companies improve their safety ratings through FMCSA.

Education:

Northeastern State University: Eastern Oklahoma State: University of Texas Arlington: Columbia Southern University. OSHA Certified Safety & Health Official: Certified Risk Manager

Professional Experience:

Brown and Brown Insurance

5th largest insurance broker in the US with over 300 offices and 11,000 employees

Senior Risk Management Advisor 03/20/2020 Present

- Insurance implementing marketing strategies to develop a strong network of prospective clients.
- Service existing clients and conduct annual reviews and seek opportunities to present products to enhance their insurance portfolio.
- Conduct safety audits for clients and prospects to determine culture of safety programs and look for ways to enhance them
- Perform mock DOT audits for transportation companies to clear up safety violations resulting in audits by the FMCSA to improve safety ratings.

Action Enterprises

Logistics carrier since 1945 of heavy haul, oil field equipment, environmental, dedicated, and flatbed freight.

Vice President of Safety 09/16/2019 to 03/20/2020

- Responsible for all environmental Health, Safety, and Security 30 terminals across the US
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, DOT, and public safety.
- Management responsibility for full staff of 50 safety professionals, maintenance professionals and security professionals.
- Plant facilitator for all Work Comp Claims, Risk Management and first aid incidents.
- Overall safety responsibility for all employees, facilities, and contractors throughout the company.
- Responsible to manage all insurance needs including WC, liability, cargo, physical damage, and employee benefits.
- Responsible for terminal HR and ER for all employees.
- Compliance Officer for all security systems, camera systems, and badging systems.

Miller Truck Lines, Tulsa, OK & Paul Transportation Inc

Oklahoma's largest logistics carrier since 1955 of heavy haul, oil field equipment, and flatbed freight.

Director of Risk Management/Safety/Fleet Maintenance 10/31/14-

Present

- Responsible for all environmental Health, Safety, and Security 5 terminals across the US
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, DOT, and public safety.
- Management responsibility for full staff of 41 safety professionals, maintenance professionals and security professionals.
- Plant facilitator for all Work Comp Claims, Risk Management and first aid incidents.
- Overall safety responsibility for all employees, facilities, and contractors throughout the company.
- Responsible to manage all insurance needs including WC, liability, cargo, physical damage, and employee benefits.
- Responsible for a large maintenance group servicing over 500 tractor's and 1100 trailers.
- Responsible for terminal HR and ER for all employees.
- Compliance Officer for C-TPAT Customs Trade Partnership against Terrorism.
- Compliance Officer for all security systems, camera systems, and badging systems.

Navistar, Tulsa, OK

Nation's largest builder of International Trucks and School Bus's 10,000 employees

Environmental Health & Safety Engineer 01/2014-10/2014

- Responsible for all environmental Health, Safety, and Security for a 1 million square foot facility.
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, and public safety.
- Management responsibility for full staff medical clinic on site, an environmental professional, and security vendor G4S.
- Plant facilitator for all Work Comp Claims and first aid incidents.

Hertz Corporation, Tulsa, OK

Second largest rental car company 27,000 employees

Regional Safety & Security Manager Central US 07/2011-01/2014

- Manage safety, claims & compliance strategy for the organization. Working closely with all departments to ensure that Safety & Security Compliance strategies meet our organizational needs while also being compliant in the industry.
- Responsible for Safety & Security Officers in locations across the US and Canada providing training and support for our operation teams.
- Safety training, compliance policies, Behavioral Safety, accident investigations, EPA permits, and workman's compensation claims, Security, OSHA training, DOT DQ files.
- Successful completion of OSHA VPP program resulting in professional compliance to all industry standards.

Triad Transport, Inc. McAlester, OK

Nations largest independent carrier of hazardous waste with 500 employees & 300 tractor trailer units

Corporate Safety Director/ Corporate Officer 12/2009 – 07/2011

- Established complete Safety, claims, & risk management strategy for a growing, fast paced, highly acquisitive transportation company including hiring, developing, and leading a staff of regional safety managers supporting all departments.
- Developed and implemented Safety, environmental, claims, insurance, and Risk Management policies and procedures which include writing and producing the first company safety manual customized for defensive driving designed specifically for our industry.
- Managed this company to compliance regarding the FMCSA CSA program renewing its rating as excellent registering compliance scores in each area.
- Worked directly with attorneys, policyholders, and claimants to investigate and resolve cases in Workman's Compensation, General Liability, Products Liability, and Auto Liability.

Nation's largest coin collection service & movie kiosk company serving large retail accounts in the US and Canada 6,000 employees

Coinstar/Redbox Seattle, WA

Nation's largest coin collection service & movie kiosk company serving large retail accounts in the US and Canada 6,000 employees

Area Operations Manager Western Region United States 03/2003 – 12/2009

- Managed a multiple state operation providing DSD service to large accounts including Wal-Mart, Kroger, Safeway, Homeland, Albertsons, HEB and many independent accounts.
- Established over all operations for the company including implementing controls, safety, workman's comp, company policies, inventory controls, developing talent, reducing shrink, and growing revenue
- Received 4 promotions during my employment with this company including moving 5 times across the US to rebuild operations.
- Build a 20 million dollar a year business by providing the best possible customer service while building a topnotch operations group determined to the best in the industry resulting in a number 1 office nomination by achieving all company goals.

Keebler Cookie Company, Oklahoma City, OK

Nation's second largest cookie company 45,000 employees

District Manager Oklahoma 1997-2003

World Acceptance Corporation Tulsa, OK

Nation's second largest tax & consumer finance company 5,000 employees

General Manager Tulsa, OK 1990-1997

Other Accomplishments:

- 32 Degree Mason
- Certified Health and Safety Official
- First Aid, AED, & CPR instructor
- Chairman - Board of Directors Oklahoma Safety Council
- Member of National Safety Council
- Oklahoma Safety Security Council
- Board of Directors Oklahoma Trucking Association
- Board of Directors Pryor Creek Rec Center

References available upon request



Coats, Darla <coatsd@pryorcreek.org>

FW: Accomplishments

Coats, Darla <coatsd@pryorcreek.org>
Draft

Thu, Nov 4, 2021 at 9:34 AM

Hello Mayor,

Please see list of board and committee I have served or continue to serve on:

1. Planning and Zoning Commission 2012-2013
2. Board of Adjustments 2012-2013
3. City Council City of Pryor 2013-2016
4. Comprehensive Plan Committee Pryor Creek 2014-2016
5. Chairperson of the Board of Directors Oklahoma Safety Council 2014-Current
6. Oklahoma Trucking Association Board of Directors 2011-Current
7. Oklahoma Safety Security Council 2016-Current
8. Oklahoma Safety Management Council 2010-2016
9. Board Director Chamber of Commerce 2020-Current
10. Abatement Committee City of Pryor 2014-2016

Sincerely,

Houston Brittain, SSH, CSHO**Senior Risk Management Advisor**Brown & Brown of Oklahoma, Inc. (NYSE: BRO)
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Pryor, OK 74361

hbrittain@bb-ok.com

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