

1                   **HOUSE OF REPRESENTATIVES - FLOOR VERSION**

2                               STATE OF OKLAHOMA

3                               1st Session of the 57th Legislature (2019)

4   ENGROSSED SENATE  
5   BILL NO. 536

By: Jech of the Senate

and

Newton of the House

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10       An Act relating to state fiscal affairs; amending 62  
11       O.S. 2011, Section 195, as amended by Section 458,  
12       Chapter 304, O.S.L. 2012 (62 O.S. Supp. 2018, Section  
13       195), which relates to institutional petty cash  
14       funds; creating a petty cash fund for the Department  
15       of Environmental Quality; setting a cap; stating  
16       purpose for the fund; providing for the establishment  
17       and replenishment of the fund; requiring the Office  
18       of Management and Enterprise Services to prescribe  
19       certain items and procedures to administer the fund;  
20       and providing an effective date.

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23   BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

24       SECTION 1.       AMENDATORY       62 O.S. 2011, Section 195, as  
25       amended by Section 458, Chapter 304, O.S.L. 2012 (62 O.S. Supp.  
26       2018, Section 195), is amended to read as follows:

27       Section 195.   A.   1.   There is hereby created a petty cash fund  
28       at each of the following institutions:   Oklahoma School for the  
29       Blind, Muskogee, Oklahoma; Oklahoma School for the Deaf, Sulphur,

1 Oklahoma; Griffin Memorial Hospital, Norman, Oklahoma; Eastern State  
2 Hospital, Vinita, Oklahoma; Northern Oklahoma Resource Center of  
3 Enid, Enid, Oklahoma; Southern Oklahoma Resource Center of Pauls  
4 Valley, Pauls Valley, Oklahoma; Western State Psychiatric Center,  
5 Fort Supply, Oklahoma; Central Oklahoma Juvenile Treatment Center,  
6 Tecumseh, Oklahoma; L.E. Rader Children's Diagnostic and Evaluation  
7 Center, Sand Springs, Oklahoma; L.E. Rader Intensive Treatment  
8 Center, Sand Springs, Oklahoma; the Southwest Oklahoma Juvenile  
9 Center, Manitou, Oklahoma; the Office of Juvenile Affairs' Boys'  
10 Group Home, Enid, Oklahoma; the Office of Juvenile Affairs' Boys'  
11 Group Home, Lawton, Oklahoma; the Office of Juvenile Affairs' Girls'  
12 Group Home, Tulsa, Oklahoma; the Oklahoma Medical Center; and the  
13 J.D. McCarty Center for Children with Developmental Disabilities.

14 2. The Director of the Office of Management and Enterprise  
15 Services and the head of the institution involved are hereby  
16 authorized and it shall be their duty to fix the maximum amount of  
17 the petty cash funds. The Director of the Office of Management and  
18 Enterprise Services shall prescribe all forms, systems, and  
19 procedures for administering the petty cash funds of the  
20 institution.

21 B. 1. There is hereby created a petty cash fund in the legal  
22 division of the Department of Human Services which fund shall be  
23 used solely to pay court costs, filing fees, witness fees, and  
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1 expenses related to any case or proceeding within the responsibility  
2 of the legal division.

3 2. There is hereby created a petty cash fund in the Child  
4 Support Enforcement Division of the Department of Human Services.  
5 The fund shall be used solely to pay litigation expenses, including  
6 court costs, filing fees, witness fees, and expenses related to any  
7 case or proceeding within the responsibility of the Child Support  
8 Enforcement Division.

9 3. The Director of the Office of Management and Enterprise  
10 Services and the Director of the Department of Human Services are  
11 hereby authorized and it shall be their duty to fix the maximum  
12 amount of the petty cash funds. The Director of the Office of  
13 Management and Enterprise Services shall prescribe all forms,  
14 systems, and procedures for administering the petty cash funds.

15 C. 1. There is hereby created a petty cash fund in the finance  
16 department of the Corporation Commission which shall be used solely  
17 to pay litigation expenses of the legal division, including court  
18 costs, filing fees, witness fees, and other expenses related to any  
19 case, proceeding, or matter within the responsibility of the legal  
20 division.

21 2. The Director of the Office of Management and Enterprise  
22 Services and the Corporation Commission are hereby authorized and it  
23 shall be their duty to fix the maximum amount of the petty cash  
24 fund, not to exceed Five Hundred Dollars (\$500.00). The Director of

1 the Office of Management and Enterprise Services shall prescribe all  
2 forms, systems, and procedures for administering the petty cash  
3 fund.

4 D. 1. There is hereby created a petty cash fund for the  
5 Property Distribution Division of the Office of Management and  
6 Enterprise Services.

7 2. The amount of the Property Distribution petty cash fund  
8 shall not exceed Five Hundred Dollars (\$500.00). The initial amount  
9 shall be drawn by warrant from the State Surplus Property Revolving  
10 Fund. The Director of the Office of Management and Enterprise  
11 Services is authorized to prescribe forms, systems and procedures  
12 for the administration of the Property Distribution petty cash fund.

13 E. 1. There is hereby created a petty cash fund in the legal  
14 division of the Oklahoma Health Care Authority which fund shall be  
15 used solely to pay for court costs, filing fees, witness fees, and  
16 expenses related to any case or proceeding within the responsibility  
17 of the legal division.

18 2. The Director of the Office of Management and Enterprise  
19 Services and the Chief Executive Officer of the Oklahoma Health Care  
20 Authority are hereby authorized and it shall be their duty to fix  
21 the maximum amount of the petty cash fund, not to exceed Five  
22 Hundred Dollars (\$500.00). The Director of the Office of Management  
23 and Enterprise Services shall prescribe all forms, systems, and  
24 procedures for administering the petty cash fund.

1 F. 1. The Director of the Office of Management and Enterprise  
2 Services is hereby authorized, upon request by the State  
3 Commissioner of Health, to establish a petty cash fund for the State  
4 Department of Health in an amount not to exceed One Thousand Dollars  
5 (\$1,000.00), to be used for the purpose of making change for persons  
6 obtaining licenses, paying fees and fines, and transacting other  
7 such business with the Department.

8 2. The fund shall be established and replenished from any  
9 monies available to the Department for operating expenses.

10 3. The Director of the Office of Management and Enterprise  
11 Services shall prescribe all forms, systems, and procedures for  
12 administering the fund.

13 G. 1. There is hereby created a petty cash fund for the  
14 Financial Management section of the Department of Environmental  
15 Quality in an amount not to exceed Two Hundred Dollars (\$200.00) to  
16 be used for the purpose of making change for persons obtaining  
17 licenses, paying fees and fines and transacting other such business  
18 with the Department.

19 2. The fund shall be established and replenished from any  
20 monies available to the Department for operating expenses.

21 3. The Director of the Office of Management and Enterprise  
22 Services shall prescribe all forms, systems and procedures for  
23 administering the fund.  
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SECTION 2. This act shall become effective November 1, 2019.

COMMITTEE REPORT BY: COMMITTEE ON APPROPRIATIONS AND BUDGET, dated  
03/28/2019 - DO PASS.