



KATHRYN B. BREWER
Executive Coordinator

RYAN STEPHENSON
Assistant Executive Coordinator

STATE OF OKLAHOMA

DISTRICT ATTORNEYS COUNCIL

421 NW 13th Street, Suite 290 • Oklahoma City, Oklahoma 73103

EXECUTIVE 405-264-5000 FAX 405-264-5099	FINANCE 405-264-5004 405-264-5099	GRANTS 405-264-5008 405-264-5099	VICTIMS 405-264-5006 405-264-5097	IT 405-264-5002 405-264-5099	TRAINING 405-264-5000 405-264-5099	UVED 405-264-5010 405-264-5099
---	---	--	---	------------------------------------	--	--------------------------------------

AGENDA

VICTIMS OF CRIME ACT (VOCA) SPECIAL BOARD MEETING

February 27, 2026

1:30 p.m.

District Attorneys Council
Colcord Center
421 N.W. 13th Street, Suite 270
Oklahoma City, OK 73103

1. Call to Order
2. Reading of Disclosure and Statement of Compliance with the Open Meeting Act
3. Roll Call
4. Introductions
6. Discussion and Possible Action on appointing a new Chair
7. Vote on new Elected Board Chair
8. Discussion and Possible Action on appointing a new Vice Chair
9. Vote on new Elected Vice Chair
10. Discussion, Consideration, and Possible Action on VOCA Board Meeting Minutes for August 5, 2025- August 7, 2025
11. Discussion, Consideration, and Possible Action on three-year rolling average for VOCA Subawards
12. Discussion and Possible Action Regarding 2026 Board Decisions and the Reallocation of Funds Between Funding Categories
13. Discussion and Possible Action on 2026 Grant Application Scoring Updates

14. Discussion and possible action on approval of additional VOCA Policies.
15. Discussion, Consideration, and Possible Action on Subgrant Special Conditions:
 - a) *To be added to all subgrants:*

All personnel whose positions are funded in whole or in part with VOCA funds are required to complete a minimum of twelve (12) hours of training during the grant period, October 1 through September 30.

All required training must be victim-centered, trauma-informed, and should be relevant to the personnel's role in providing services to victims of crime. Training content must promote best practices in victim services, enhance cultural responsiveness, and support the physical, emotional, and psychological safety of victims.

Additionally, all VOCA funded staff that have direct contact with Victims are required to complete the 42 Hours Victims Assistance Training Courses every three years. If they have not completed VAT within the last 3 years (after October 2023) it should be completed by January 1, 2027. The completion of VAT satisfies the 12 Hour training requirement for the grant year it is completed during.

Subgrantees are responsible for ensuring compliance with this requirement. Subgrantees must upload certificates of completion for all required training into OGX. Training documentation must be made available upon request for monitoring or audit purposes.
 - b) *To be added to all subgrants:*

The subgrantee agrees to maintain appropriate separation of duties by designating a Financial Officer who is solely responsible for completing, certifying, and submitting all required financial reports, including but not limited to Monthly Financial Reports and Quarterly Financial Reports. Financial documents not completed and submitted by the designated Financial Officer will be considered invalid and will not be accepted. The subgrantee further agrees that any change in the designated Financial Officer must be communicated to the awarding agency promptly to ensure continued compliance.
 - c) *To be added to all subgrants:*

The subgrantee agrees to submit monthly request for funds (MFR forms), due by the 15th of each month, via the OGX system, on a reimbursement basis only. A MFR must be done even if no funds are being requested. The subgrantee also agrees to submit quarterly financial reports (QFR forms), due the 15th of the month following the end of each quarter (January 15, April 15, July 15, October 15), via the OGX system. Penalty for failure to submit timely reports more than 3 times in a grant period would result in funding amount impact for subsequent grant years.
 - d) *To be added to all subgrants:*

Updating language in special conditions to remove reference to OKGrants and replace with OGX.
16. Adjourn