



Finance Committee Meeting Agenda

Friday, April 25, 2025 – 11:00 A.M.

2400 N. Lincoln Blvd, Room C-48, Oklahoma City, OK 73127



Board Members

David Blose, Yukon
Margaret Bond, Broken Arrow
Mindee Brown, Edmond
Jeromy Buchanan, Okla. City
Sherri Coats, Oklahoma City
Brett Cunningham, Okla. City
Janie Fugitt, Oklahoma City
Sharon Garrity, Guthrie, Chair
Shelly Greenhaw, Edmond
Michelle Kelley, Okla. City
Blaine Murdock, Meeker
Gina Richardson, Okla. City
Beth Scrutchins, Okla. City
Melissa Sublett, Tulsa
Kodey Toney, Panama
Lori Wieder, Stillwater
Cynthia Wilkett, Tulsa
Devin Williams, Lawton
Valerie Williams, Okla. City

Council Staff

Planning & Grants Director
Jennifer Robinson

Administrative & Marketing Coordinator
Alissa Patterson

Advocacy Training Coordinator
Dr. Bradley Mays







Self-Advocacy Training Coordinator
Morgan Davis

Executive Director
Jenifer Randle

[Join a Microsoft Teams meeting](#)

Meeting ID: 239 314 447 211, Passcode: NX7md73r

Lori Wieder, 711 N. Country Club Rd, Stillwater, OK

- I.  Call to Order, Roll Call, & Establish Quorum: Ms. Lori Wieder
- II.  Discussion: Review of December 2024 and January 2025 minutes:
Ms. Lori Wieder
- III.  Discussion and Possible Voting*: Old and New Items
 - A. Financial Report: Ms. Lori Wieder, Mr. Mark Lewis
 - B. Expenditure Report: Ms. Jenifer Randle (internal monitoring excel sheet)
 - C. Community Foundation Report: Ms. Wieder
- IV.  Other New Business *
Federal News
FY26 Budget and Activities
- V.  Announcements
- VI.  Adjournment *

Finance Committee Members: Sharon Garrity, Janie Fugitt, Michelle Kelley, Mark Lewis, Lori Wieder



Finance Committee Minutes

Developmental Disabilities Council of Oklahoma


DATE: Friday, December 6, 2024

TIME: 12:00 PM

PLACE: 2400 N. Lincoln Blvd., Sequoyah Building, Room C-48, Oklahoma City, OK 73125

BE IT REMEMBERED that on Friday, December 6, 2024, at 12:00 PM., the Finance Committee met in accordance with the Open Meetings Act.

NOTICE of the schedule for all regular and special meetings of the DDCO Finance Committee for the calendar year 2024 have been given in writing to the Oklahoma Secretary of State and public notice and agenda having been posted on the Council's website at or before 12:00 PM on Thursday, December 5, 2024, in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.

I.  CALL TO ORDER: Ms. Wieder called the meeting to order at 12:28 p.m.

II.  ROLL CALL:

Members Present: Janie Fugitt, Sharon Garrity, Michelle Kelley, Lori Wieder

Members Online: Mark Lewis


Staff: Bradley Mays, Alissa Patterson, Jennifer Robinson, Jenifer Randle

By roll call, there was found to be a quorum of committee members, so business was conducted.

III.  MINUTES REVIEW

A. Review of the April 26, 2024 minutes.

ACTION: Ms. Kelley moves to approve the minutes for the April 26, 2024 Finance Committee meeting as written. Ms. Garrity seconds the motion.

 **AYES:** Janie Fugitt, Lori Wieder, Sharon Garrity, Michelle Kelley

 **NAYS:**

ABSTAIN:

MOTION CARRIES.

B. Review of the August 25, 2024 minutes.

ACTION: Ms. Kelley moves to approve the minutes for the August 25, 2024 Finance Committee meeting as written. Ms. Garrity seconds the motion.

 **AYES:** Janie Fugitt, Lori Wieder, Sharon Garrity, Michelle Kelley


 **NAYS:**

ABSTAIN:

MOTION CARRIES.

C. Review of the October 11, 2024 minutes.

ACTION: Ms. Garrity moves to approve the minutes for the October 11, 2024 Finance Committee meeting as written. Ms. Kelley seconds the motion.

 **AYES:** Janie Fugitt, Lori Wieder, Sharon Garrity, Michelle Kelley

 **NAYS:**

ABSTAIN:

MOTION CARRIES.

IV. **ACTION:** Ms. Kelley moves to approve the Finance Report presented. Ms. Fugitt seconds the motion.

 **AYES:** Janie Fugitt, Lori Wieder, Sharon Garrity, Michelle Kelley

 **NAYS:**

ABSTAIN:

MOTION CARRIES.

V.  Adjournment: Finance Committee Meeting adjourned at 12:46 p.m.



Finance Committee Minutes

Developmental Disabilities Council of Oklahoma


DATE: Friday, January 31, 2025

TIME: 11:00 AM

PLACE: 7725 W. Reno Ave, Ste 393, Oklahoma City, OK 73127

BE IT REMEMBERED that on Friday, January 31, 2025, at 11:00 AM., the Finance Committee met in accordance with the Open Meetings Act.

NOTICE of the schedule for all regular and special meetings of the DDCO Finance Committee for the calendar year 2025 have been given in writing to the Oklahoma Secretary of State and public notice and agenda having been posted on the Council's website at or before 12:00 PM on Thursday, January 30, 2025, in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.

I.  CALL TO ORDER: Ms. Wieder called the meeting to order at 11:37 a.m.

II.  ROLL CALL:

Members Present: Janie Fugitt, Sharon Garrity, Lori Wieder

Members Online: Mark Lewis

Members Absent: Michelle Kelley

Staff: Bradley Mays, Alissa Patterson, Jennifer Robinson, Jenifer Randle

By roll call, there was found to not be a quorum of committee members, so business was not conducted.

III.  MINUTES REVIEW:

A. Review of the December 6, 2024 minutes.

IV.  Discussion and Possible Voting*: Old and New Items

a. Financial Report: Mr. Lewis reported that the Council is right on budget and moving forward expenses need to be carefully considered to ensure that overspending doesn't become an issue.

b. Expenditures: Ms. Randle discussed the internal monitoring excel sheet. Invoicing is going well. Ms. Randle is working on 2024 reconciliation, of which the Council has about \$25,000 left over from FY24. Ms. Robinson talked briefly about the Black Feathers Podcast, explaining their small invoice amounts.

c. Community Foundation Report: Ms. Wieder reported that the balance is \$1,100.

V.  Other New Business *

Ms. Randle discussed the finance meeting times and asking the committee if they would rather allot an hour or 45 minutes for finance instead of one hour. The committee agreed the Finance meeting could be adjusted from one hour to 45 minutes.

VI.  Announcements

VII.  Adjournment: Finance Committee Meeting adjourned at 12:08 p.m.



Developmental Disabilities Council of Oklahoma

Finance Committee Financial Report For the Month Ended March 31, 2025

Lori Wieder, Finance Committee Chair

Vacant, DDCO Parliamentarian
Mark Lewis - DDCO Secretary
Vacant, DDCO Vice Chair

Janie Fugitt, ATO Chair
Sharon Garrity, DDCO Chair
Michelle Kelly, State Plan Chair

Finance Committee Reports

Expenditures & Funding - Page 1
Federal Grant Reconciliation - Page 2

Developmental Disabilities Council of Oklahoma - Federal Grant Reconciliation

For the Period Ended March 31, 2025

	FFY24	FFY25	Total
Grant Award	\$ 914,702.00	\$ 914,702.00	\$ 2,744,498.00
Expenditures			
Prior Year Expenditures	\$ -	\$ -	222,270.26
EOM July 2023	-	-	24,062.70
EOM August 2023	-	-	44,038.00
EOM September 2023	-	-	30,951.33
EOM October 2023	32,675.25	-	127,139.25
EOM November 2023	36,505.13	-	125,693.13
EOM December 2023	29,633.03	-	80,920.03
Adjust for Reconciliation (0.01)	-	-	27,635.14
EOM January 2024	39,697.50	-	40,426.34
EOM February 2024	31,788.38	-	39,466.38
EOM March 2024	42,242.81	-	97,646.81
EOM April 2024	33,693.75	-	105,993.75
EOM May 2024	28,826.62	-	93,953.62
EOM June 2024	24,897.51	-	76,470.50
EOM July 2024	27,502.14	-	121,292.38
EOM August 2024	42,127.75	-	100,750.75
EOM September 2024	37,434.26	-	103,882.75
EOM October 2024	-	31,705.38	31,705.38
EOM November 2024	89,188.00	45,880.25	135,068.25
EOM December 2024	51,287.00	26,597.50	77,884.50
EOM January 2025	35,122.00	43,885.75	79,007.75
EOM February 2025	34,491.00	29,976.00	64,467.00
EOM March 2025	28,400.00	27,072.00	55,472.00
EOM April 2025	-	-	-
EOM May 2025	-	-	-
EOM June 2025	-	-	-
Total Expenditures	\$ 645,512.12	\$ 205,116.88	\$ 1,683,927.74
Grant Balance	\$ 269,189.88	\$ 709,585.13	\$ 838,300.01

* @ Denotes Reconciled with OKDHS Finance CARE UNIT

DDCO SFY24 Budget
Approved 4/28/2023

Description	FY-25		FY-26	
	Requested	25 Proj	Requested	Chg / 26 Proj
29144001 GRANTS MANAGEMENT				
Payroll (3)	1	\$ 283,117.00	\$ 283,117.00	\$ 283,117.00
Operating	2	\$ 49,422.00	\$ 49,422.00	\$ 49,422.00
Total	3	\$ 332,539.00	\$ 332,539.00	\$ 332,539.00
29141001 PLAN & ADMIN (25% State)				
Council & Operating	4	\$ 59,409.00	\$ 59,409.00	\$ 59,409.00
Translation & ADA Accommodations	5	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
NACDD Mbrship	6	\$ 7,600.00	\$ 7,551.00	\$ 7,600.00
Total	7	\$ 72,009.00	\$ 71,960.00	\$ 72,009.00
29142001 PLAN/PROJ MGT (12.5% State)				
Payroll (2)	8	\$ 173,409.00	\$ 173,409.00	\$ 173,409.00
Operating	9	\$ 23,053.00	\$ 23,053.00	\$ 23,053.00
Total	10	\$ 196,462.00	\$ 196,462.00	\$ 196,462.00
29143002 Partners in Policymaking				
100% in person	11	\$ 60,000.00	\$ 43,000.00	\$ 45,000.00 (15,000)
PIP Graduate Academy	12	\$ -	\$ -	\$ 10,000.00 10,000
29143003 Youth Leadership Forum				
100% in person	13	\$ 80,000.00	\$ 60,000.00	\$ 65,000.00 (15,000)
29143007 Self-Advocacy Training				
Statewide self-advocacy trainings	14	\$ 41,204.50	\$ 26,000.00	\$ 20,000.00 (15,204.50)
29143004 CIF / PDF				
CIF / PDF	15	\$ 5,000.00	\$ (2,000.00)	\$ 5,000.00 -
29143005 Library				
Updating / adding to collection	16	\$ 500.00	\$ -	\$ - (500)

DDCO SFY24 Budget
Approved 4/28/2023

Description		FY-25		FY-26	
		Requested	25 Proj	Requested	Chg / 26 Proj
29143006 Projects & Activities					
U Kansas - FEAT License	17	\$ 1,000.00	\$ 1,000.00	\$ -	\$ (1,000.00)
NASDDDS & UMKC - Supporting Families C.O.P. Mbrship & Annual Mtg / Showcase	18	\$ 6,180.00	\$ 6,180.00	\$ 11,620.00	\$ 5,000.00
Conference Support	19	\$ 7,500.00	\$ -	\$ -	\$ (7,500.00)
AFO - L.E.A.D. employment training	20	\$ 125,000.00	\$ 125,000.00	\$ -	\$ (125,000.00)
OK Autism Ctr - ADOS & Screenings	21	\$ 135,024.00	\$ 135,076.00	\$ 135,570.00	\$ 546.00
Pervasive Parenting Ctr - Youth Summit	22	\$ 24,500.00	\$ 24,500.00	\$ 24,500.00	\$ -
Sooner SUCCESS - Respite Program	23	\$ 117,585.00	\$ 117,585.00	\$ 108,502.00	\$ (9,083.00)
Recite Me website tool bar	24	\$ 5,350.00	\$ 5,350.00	\$ 5,565.00	\$ 215.00
Best Buddies Inclusion Project	25	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
Look Out Art Programming	26	\$ 24,000.00	\$ 24,000.00	\$ 18,000.00	\$ (6,000.00)
Inclusive Communications Conference	27	\$ 10,240.00	\$ 10,240.00	\$ 20,000.00	\$ 9,760.00
Black Feathers Podcast	28	\$ 24,961.00	\$ 24,961.00	\$ -	\$ (24,961.00)
OK APSE Conference	29	\$ -	\$ 5,000.00	\$ -	\$ -
Joining Forces Conference	30	\$ -	\$ 5,000.00	\$ -	\$ -
Oklahoma State Fair - Momentum Refresh	31	\$ -	\$ 25,000.00	\$ 25,000.00	\$ -
Advocacy Events (DD Day, ADA Day)	32	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
	33				
	34	\$ -			
	35				
Discretionary Funding	36	\$ -			
2 Mth Expenditures in Reserve	37	\$ -			
Total	38	\$ 506,340.00	\$ 533,892.00	\$ 378,757.00	\$ (153,023.00)
Total DDCO Budget	39	\$ 1,294,054.50	\$ 1,261,853.00	\$ 1,114,767.00	\$ (198,727.50)
Indirect & Cost Allocations	40	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
Total DDCO Costs	41	\$ 1,384,054.50	\$ 1,351,853.00	\$ 1,204,767.00	\$ (108,727.50)
Less: State Funding	42	\$ (42,560.00)	\$ (42,547.75)	\$ (42,560.00)	\$ -
Less: DSA Adm @ 5% of Grant	43	\$ (45,961.00)	\$ (45,961.00)	\$ (45,961.00)	\$ (45,961.00)
NET GRANT USE	44	\$ 1,295,533.50	\$ 1,263,344.25	\$ 1,116,246.00	\$ (154,688.50)