

Executive Committee Meeting Agenda

Friday, January 31, 2025 – 12:15 P.M.

7725 W. Reno Ave., Suite 393, Oklahoma City, OK 73127

Board Members

Sharon Garrity, Guthrie, Chair
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
Shelly Greenhaw, Edmond
Michelle Kelley, Okla. City
Lori Hauge, Sapulpa
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

Council Administrator

Alissa Patterson

Planning & Grants Director

Jennifer Robinson

Advocacy Training Coordinator

Dr. Bradley Mays

Self-Advocacy Training

Coordinator

Morgan Davis







Executive Director

Jenifer Randle

Board Member(s) attending via [Teleconference](#)

Meeting ID: 272 227 804 919 Passcode: Bf2Xj7b9

*Possible action items.

- I.  Call to Order, Roll Call & Establish Quorum: Ms. Sharon Garrity
- II. Discussion & Possible voting: Review Dec. 6, 2024, minutes **pages 2-3**
- III.  Discussion: Funding Request(s): *
Joining Forces: Supporting Family-Professional Partnerships Conference (FY25 funding) **pages 4-**
- IV.  Discussion and Possible Voting: Old and New Items: *
- V.  Other New Business *
Forming a Nominating Committee for officer vacancies
- VI.  Announcements
- VII.  Adjournment *

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



Executive Committee Minutes

Developmental Disabilities Council of Oklahoma


DATE: Friday, December 6, 2024


TIME: 1:00 P.M.

PLACE: 2400 N. Lincoln Blvd., Room C-48, Oklahoma City, OK 73105

BE IT REMEMBERED that on Friday, December 6, 2024, at 1:00 P.M., the Executive 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 6, 2024, in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.

I.  **CALL TO ORDER:** Ms. Garrity called the Executive Committee meeting to order at 1:00 P.M.


II.  **ROLL CALL:**
Members Present: Janie Fugitt, Lori Wieder, Sharon Garrity, Michelle Kelley
Members Online: Mark Lewis
Members Absent:
Staff: Bradley Mays, Alissa Patterson, Jennifer Robinson, Jenifer Randle

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

III.   **MINUTES REVIEW**

A. Review of July 19, 2024 minutes.

ACTION: Ms. Wieder moves to approve the minutes for the July 19, 2024, Executive Committee meeting as corrected, spelling Ms. Wieder's last name spelling on page 3, under the action of the motion. Ms. Kelley seconds the motion.

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


 **NAYS:**

ABSTAIN:

MOTION CARRIES.

B. Review of October 11, 2024 minutes.

ACTION: Ms. Kelley moves to approve the minutes for the October 11, 2024, Executive Committee meeting. Ms. Wieder seconds the motion.

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

 **NAYS:**

ABSTAIN:

MOTION CARRIES.

III.  **Discussion: Funding Request(s): ***

Oklahoma APSE Conference, April 1-2, 2025 (FY25 funding).


ACTION: Ms. Kelley moves to approve the funding request to support the Oklahoma APSE 2025 Conference in the amount of \$5,000 for facility costs and closing keynote costs. Ms. Fugitt seconds the motion.


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

 **NAYS:**

ABSTAIN:

MOTION CARRIES.

IV.  **Other New Business:** The committee reviewed the 2025 Council & Committee calendar. Ms. Randle explained meeting invites would be sent.

V.  **Adjournment:** Ms. Wieder moves to adjourn the Executive Committee meeting and Ms. Fugitt seconded. at 1:21 P.M.

Funding Request for Joining Forces Conference, March 28, 2025

Project/Activity: [Joining Forces: Family-Professional Partnerships Conference](#)

Organization: [Oklahoma Family Network](#) (OFN)

Proposal Description (including duration):

The 18th Annual Joining Forces: Supporting Family-Professional Partnerships Conference is scheduled for Friday, March 28, 2025. This year, the Oklahoma Family Network and the Joining Forces Conference Committee have picked 6 in-person cities to host this one-day conference: Oklahoma City, Enid, Duncan, Muscogee (Creek), Poteau, and Tulsa. It will also be hybrid as all 6 sites will be joining together.

The goals of the Joining Forces Conference are:

- Increase awareness of the importance of family and professional partnerships
- Increase family partnerships in the development, implementation, and evaluation of programs
- Increase leadership and partnership skills
- Identify opportunities for family leadership and make connections
- Support professional and family members as they partner to improve services for a "good life"

OFN is seeking \$4,964 from the Developmental Disabilities Council of Oklahoma (DDCO) to assist with the conference costs: Keynote ([Daniel Durany](#)), Tech support, Hotel for speakers & staff, mileage reimbursement for staff, translators, and supplies.

Council Goal & Objective: Goal 1: Advocacy & Self-Advocacy Skills Improvement

Targeted Audience: people with disabilities and their families and professionals

Funding requested for Fiscal Year 2025

Council	Match (in kind)	Total
\$4,964	\$15,036	\$20,000

Match funding: Funding for this conference is from OFN, sponsorships, as well as from partnering agencies including the State Department of Health, Oklahoma Department of Human Services, Center for Learning and Leadership, Department of Mental Health and Substance Abuse Services, Oklahoma Autism Network, Santa Fe South, Department of Rehabilitation, We Rock the Spectrum.

[View results](#)

Respondent

25

Anonymous

94:02

Time to complete

Part 1 - Contact Information

1. Organization Name *

Oklahoma Family Network

2. Organization Address *

Mailing address please: Street number and street name.

PO Box 21072

3. Organization City *

Oklahoma City

4. Organization State *

OK

5. Organization Zip *

73156-1072

6. Organization Email *

Email address we can contact you.

joni-bruce@oklahomafamilynetwork.org

7. Organization Phone number *

Please remember your area code.

405-203-8745

8. Organization Website

Your website.

<https://oklahomafamilynetwork.org/>

Our State Plan Goals

To qualify for funding, projects must meet the goals in the 5 Year DDCO State Plan. The state plan is available for review <https://oklahoma.gov/ddco/about/state-plan.html>.

9. State Plan Goal *

Select the goal your project will be addressing.

- Goal 1: Advocacy and Self-Advocacy Skills Improvement Individuals with developmental disabilities and their families will be skilled and empowered advocates and leaders in individual and systems change advocacy.
- Goal 2: Good Lives Across the Lifespan Individuals with developmental disabilities, their families and caregivers will have increased access to quality, long-term, individualized supports and services across the lifespan in the home and community of their choice.
- Goal 3: Community Awareness and Inclusion People with developmental disabilities and their families will experience increased inclusion and integration so that they may fully participate in all aspects of the community.

Part 2 - Disclosure of Potential Conflict of Interest

The State of Oklahoma prohibits persons and organizations from participating in the development of a competitive contract where they may receive an actual or perceived benefit. The following questions assist us in making this determination.

10. Any relationships to the organization? *

Do you, or your organization, have any personal, professional or financial relationships to the Developmental Disabilities Council of Oklahoma? This disclosure does not necessarily create a real or perceived conflict of interest, but disclosure of such relationships is required.

- Yes
- No

Your activity proposal:

The DDCO thoughtfully reviews complete and materially accurate submissions at the committee level. The information provided in Part III will assist committee members in understanding your application and any expectations for DDCO.

11. Proposal. *

Provide a written overview of your proposal (750 words or fewer).

The 18th Annual Joining Forces: Supporting Family-Professional Partnerships Conference will bring together local, state, and national leaders to discuss best practices and promising practices in the area of family-professional partnerships. Participants gain knowledge and practical tools as they work together to support a good life for the person with special health care needs, intellectual disabilities, and other Oklahomans. The conference also offers opportunities to connect with professionals, families, and others for future partnership activities. The goals include to: Increase awareness of the importance of family and professional partnerships; increase family partnerships in the development, implementation, and evaluation of programs; increase leadership and partnership skills; identify opportunities for family leadership and make connections; and to support professional and family members as they partner to improve services for a "good life".

12. Have you completed a needs assessment? *

Yes

No

13. Who will do the work? *

Provide a list of all people and organizations proposed to work on the project.

The Planning Committee includes: Alicia Lincoln, State Dept. of Health; Angela Donley, OFN; Anita Lena, OFN; Bonnie Lemonds, OFN; Carla McCarrell-Williams, OHS CYSHCN; Chris Compton, DRS; Cynthia Smith, Muskogee Creek Nation F2F; Erica Herrera, CLL and OFN; Erin Parks, OFN; Gina Richardson, State Dept of Health Sooner Start; Heather Pike, OFN and Chair; Alexandra Gunter, K12; Aubrey McDonald, OHS CYSHCN; Isela Perez, ODMHSAS; Ivonne Lira, OFN; Jenifer Randle, DDCO; Joni Bruce, OFN; Kodey Toney, PPC, Lori Chesnut, OSDE Special Services; Michele DeBerry, OAN; Monica McFarlin, Santa Fe South Special Education Services; Ryan Stewart, OHS; Stephanie RedElk, Sooner SUCCESS; Tammie Burlison, OFN; Tamra Crabtree, OFN; Terri Kinder, OFN; Theresa Sharp, Evolution Foundation; Tracy Keeley, DRS; Tracy Whitaker, OFN; Wanda Felty, CLL; Gwen Batchelor, We Rock the Spectrum; Denise Bennett, OHS CYSHCN; Kevin Randell, DRS. Many other families and professionals will attend the conference.

14. Experiences & qualifications: *

Describe the experience and qualifications of the persons and or organization proposed to provide goods and services associated with the proposal.

OFN has hosted the Joining Forces Conference for 18 years successfully and many positive outcomes in the area of partnerships have improved in our state. OFN is well known for organizing a great event and blending funding from our budget, agencies' budgets, other non-profits, donations from those who attend, etc. Many agencies have implemented effective Family Advisory Councils because they participated in past conferences and far more family, youth and self-advocate voices are available and utilized in our state because of the work of this conference and OFN's leadership.

15. DDCO Goals: *

Tell us how this proposal will help DDCO meet the goals in its 5-Year State Plan found at <https://oklahoma.gov/ddco/about/state-plan.html>.

Advocacy and Self-Advocacy Skills Improvement: Key Activity 1.1.5: Train individuals with disabilities and their families to be self-advocates and family-advocates to healthcare professionals. Expected Output 1.1.5: 40 individuals with developmental disabilities or their family members are trained to be effective advocates to healthcare professionals. Good Lives Across the Lifespan: Charting the LifeCourse Tools will be implemented into the conference. Data Evaluations: OFN will collect all needed data from the day of the conference and plans to host follow-up engagements for all attendees. Hosting a one-day conference only whets the appetite of participants and we want them to continue to partner with self-advocates, their families, and providers who serve them. We want even greater success in getting advocates more involved in their communities and at the state level. Keeping partnerships on the minds of all attendees will help make this happen. Community Awareness and Inclusion: More Oklahomans will be aware of issues affecting individuals with disabilities and their families because their voices will be heard on a regular basis and during the conference. Individuals with disabilities will be valued members of their community by sharing their voices.

16. Targeted population:

*

Define the benefitting population targeted by describing the age, region, familial status, learning or support needs, type of disability.

The Joining Forces Conference will be hosted in Oklahoma City but will be web casted to Duncan, Enid, Muskogee, Poteau and Tulsa. All sites will hear the welcome, keynotes, awards and report out together. During two breakout times, each site will host their own discussion tables to identify where partnerships are working well and where they are needed, potential training for more effective self-advocate and family voice will be discussed as well as opportunities that are available now. Groups will identify goals to work on for the next year and requests for future training and gatherings will be collected. Families, self-advocates, community leaders, agency leaders, faith-based groups and others will all come together to focus on partnering. The morning keynote will address burnout and how working in partnership helps with the reduction of burnout, frustration, etc. The final keynote is a self-advocate who will send us off with passion to encourage all participants to listen to the voices of self-advocates, their families and each other so Oklahoma will be more inclusive of all and will have better services that meet the needs of all citizens. Attendees will all be adults from a variety of cultures. Spanish language and sign language interpreters will be available for participants. Individuals and professionals will represent those with all types of disabilities and complex medical needs.

17. Impact on targeted audience:

*

Describe the impact on the target audience?

We value our partnerships and the support of communities across Oklahoma who understand that it truly takes the combined efforts of all of us to ensure family and self-advocate voices are helping to drive systems that serve them and that partnerships will provide HOPE to keep families together, growing, and thriving under challenging circumstances. There are few things as important as the need to feel connected, and to bond with others over common interests, beliefs, and experiences. The gift of HOPE is a blessing both to give and to receive. This conference has accomplished great things in the past 18 years. All participants will leave full of hope and ready to work together to meet the needs of those they serve. They will meet new individuals so partnerships are increased and all will have a greater sense of belonging to a larger group in Oklahoma who truly care for our citizens with developmental disabilities, chronic health conditions, multiple disabilities, mental health concerns, those who live in risk and those from other underserved populations.

18. Impact for people with DD:

*

Describe the impact this proposal will be for people with developmental disabilities?

Please see question 17. First, our final keynote is a young man with autism. He is very passionate about using his voice to improve our state. Second, awareness of the concerns and issues individuals with DD face will be improved because of the voice of the individuals and their families.

19. Duplication or expansion:

*

Is the proposal a duplication or expansion of work already being done in Oklahoma or elsewhere? If yes, describe what is being duplicated and what makes this project unique or different.

The Joining Forces Conference is the only conference in the state focusing on community, individuals, agencies, non-profits, faith-based groups, and others coming together to partner to make services better in our state for people with developmental disabilities.

20. Best Practices:

*

Will the proposed project use current best practices in the field of developmental disabilities? If yes, explain what they are and how they will be incorporated. Please cite source material.

Best Practices: being inclusive of individuals with disabilities and their families, promoting the voice of individuals with disabilities and their families, recognizing individuals with DD and their families as equals to the professionals that serve them, providing an inclusive conference that welcomes all, providing sites in rural and frontier communities as well as the two major metro centers of the state to improve access to often forgotten areas of Oklahoma. The conference is planned by family members as well as community and agency leaders: a best practice model.

21. **Systems change impact:** *

"Systems change" can help improve a problem and change the way we support people with disabilities in Oklahoma. System change may include sharing information to change thinking, implementing best practice models, and/or improving skills for individuals and families to better say what they want and need. When the work is complete, how will it have provided systems change to programs or services for people with developmental disabilities?

The entire focus of this conference is to provide tools for systems change through partnerships, self-advocate and family voice and partnerships of agencies, self-advocates and families. Our systems have changed because of this conference. Agencies can learn from each other on how to host advisories to perfect their services, they can hear from self-advocates and families on what works and what doesn't work and they will be challenged to do nothing without the voice of those they are serving and their families.

22. **Where implemented:**

*

Will the proposal be implemented or offered statewide? If no, define the counties and cities served and the rationale for why these locations were selected.

The conference will be hosted in 6 communities: Oklahoma City (primary site), Enid, Duncan, Poteau, Muskogee and Tulsa. Adding the remote sites improves access to the entire experience and each site has planned portions of the day for their attendees. We have great partners and staff in these areas and we have been able to find adequate sites with IT support to host the event.

Performance Measures

The DDCO is required to provide performance measure reports to evaluate the effectiveness of our activities. As a result, DDCO requires contracted vendors to submit performance measure reports prior to receiving final payment. Performance reports include actual counts and / or the collection of survey information. As a required component of the application, provide projected data for the following performance measures. (Not all measures are applicable. You may identify measures not applicable to this application as "N/A to this activity") All contractors will be required to collect baseline data to evaluate outcomes.

SC = **S**ystem **C**hange

IA = **I**ndividual and family **A**dvocacy

23. **IA1.1**

The number of **people with developmental disabilities who participated in Council supported activities** designed to increase their knowledge of how to take part in decisions that affect their lives, the lives of others, and or systems.

The value must be a number

24. **IA 1.2**

The number of **family members who participated in Council supported activities** designed to increase their knowledge of how to take part in decisions that affect the family, the lives of others, and or systems.

The value must be a number

25. **IA 1.3**

The number of **other individuals who participated in Council supported activities** designed to increase their knowledge.

The value must be a number

26. **IA 2.1**

After participation in Council supported activities, the **percent of people with developmental disabilities who report increasing their advocacy** as a result of Council work.

The value must be a number

27. **IA 2.2**

After participation in Council supported activities, the **percent of family members who report increasing their advocacy** as a result of Council work.

The value must be a number

28. **IA 2.2.1**

The **percent of people** who are better able to say what they want or say what services and supports they want or say what is important to them.

The value must be a number

29. **IA 2.2.2**

The **percent of people** who are participating now in advocacy activities.

The value must be a number

30. **IA 2.2.3**

The **percent of people** who are on cross disability coalitions, policy boards, advisory boards, governing bodies and/or serving in leadership positions.

The value must be a number

31. **IA 3.1**

The **percent of people with developmental disabilities satisfied** with a project activity.

The value must be a number

32. **IA 3.2**

The **percent of family members satisfied** with a project activity.

The value must be a number

33. **SC 1.1.1**

The number of policy and or procedures created or changed.

The value must be a number

34. **SC 1.2.1**

The number of statutes and or regulations created or changed.

The value must be a number

35. **SC 1.3.1**

The number of promising practices created.

The value must be a number

36. **SC 1.3.2**

The number of promising practices supported through Council activities.

The value must be a number

37. **SC 1.3.3**

The number of best practices created.

The value must be a number

38. **SC 1.4.1**

The number of people trained or educated through Council systemic change initiatives.

The value must be a number

39. **SC 1.5.1**

The number Council supported systems change activities with organizations actively involved.

The value must be a number

40. **SC 2.1**

The number of efforts that led to the improvement of best or promising practices, policies, procedures, statute, or regulation changes.

The value must be a number

41. **SC 2.1.1**

The number of policy, procedure, statute, or regulation changes improved as a result of systems change.

The value must be a number

42. **SC 2.1.2**

The number of policy, procedure, statute, or regulation changes implemented.

The value must be a number

43. **SC 2.1.3**

The number of promising and/or best practices improved by systems change activities.

The value must be a number

44. **SC 2.1.4**

The number of promising and/or best practices that were implemented.

The value must be a number

45. **SC 2.2**

The number of efforts that were implemented to transform fragmented approaches into a coordinated and effective system that assures individuals with developmental disabilities and their families participate in the design of and have access to needed community services, individualized supports, and other forms of assistance that promote self-determination, independence, productivity, and integration and inclusion in all facets of community life.

The value must be a number

Additional Requirements for funding

46. **FINANCIAL INFORMATION ***

Include a detailed revenue and expenditure budget, in a proper accounting format, detailing the total costs and revenues of the proposal.

Identify the amount requested from the Council within the context of the budget. The Council requires a match of 25%. Explain the source of this match.

Identify projected funding sources not currently in place. Provide a narrative explaining each category of expenditure and source or revenue associated with the project. Revenue sources include but are not limited to conference registration fees, third party grants, booth rentals, in-kind contributions, etc.

If space does not permit the details necessary, please email to Jennifer.Robinson@okdhs.org and include the Project Name in the subject line.

Budget Narrative will be emailed to Jennifer Robinson. Our budget for DDCO will be \$5,000. Our match of \$1250 will be donations made the day of the conference or before.

47. STATEMENT OF WORK: *

Provide a proposed statement of work for the contractual requirements detailing the goods and services you will provide in exchange for DDCO funding.

The Oklahoma Family Network (Vendor) shall organize the Joining Forces Family Professional Partnerships Conference to be held on March 28, 2025. The main site will be hosted in Oklahoma City. Five remote sites will be held in Poteau, Tulsa, Duncan, Enid, and Muskogee.

Vendor shall provide keynote speakers Autumn Cooper and

Vendor shall provide a written report containing a narrative description of the conference, the number of attendees, and the results of the evaluations.

Vendor shall provide documentation for expenditures as follows:

Paid receipts will be provided for all specified items for reimbursement from the DDCO. Paid receipts for room charges, exclusive of any incidental charges. Receipts will include the name(s) of individual utilizing room and not exceed the Government rate for lodging in specified city. Mileage will not exceed the least number of miles from point to point of home address to conference site. Mileage will not exceed \$0.68 per mile or the applicable GSA POV rate. Documentation will include the name, address, total miles, amount paid to each payee, and documentation of payment.

Contractor will provide a final report on the activities cited in the scope of work no later than 45-days after the conference. This report should include:

- Evaluation and participant satisfaction responses of the conference.
- Proof of ongoing financial sustainability. Financial sustainability here is defined as a method for maintaining services provided to the community. This will need to be in the form of a documented partnership, sustainability plan, and/or sustainability council. The Second Quarterly Report and the Annual Project Report should show updated sustainability information. The DDCO can supply training and information on sustainability. This required to create projects that can grow or continue without the DDCO's direct funding.

Contractor will complete and share with participants of the Joining Forces the council event survey.

Contractor shall use each event as an opportunity to share the council satisfaction survey in the fall of 2025.

Contractor will provide a written documentation certifying non-federal matching funds of no less than \$1,250.00 will be provided for the Joining Forces Conference.

Contractor shall submit invoice by the 15th of the month after the conference.

Contractor shall include the funding support statement below, acknowledging the financial support that contributed to the development of this project on any products created under this contract.

"This project is provided and funded by the Developmental Disabilities Council of Oklahoma, supported by a grant from the U.S. Administration for Community Living, Department of Health and Human Services, Washington D.C. 20201. Grantees undertaking projects with government sponsorship are encouraged to express freely their findings and conclusions. Points of view or opinion do not, therefore, necessarily represent official ACL policy."

Contractor shall use the DDCO logo and branding in manuals, documents and training materials created under this contract. These materials can be found on the DDCO website: <https://oklahoma.gov/ddco/media/council-logos-and-branding.html>.

48. Sustainability Plan:

Typically, DDCO will fund an activity for a maximum of five (5) years. Projects continuing for more than five years are expected to be self-sustaining by the end of the contract period. Include a detailed plan and timeframe for the project to become self-sustainable, including projected budgets, identified partners, and annual funding goals for each year. (This is required for recurring requests).

OFN hosts a golf tournament every other year and other fundraising activities annually. Sponsorship proposals are given to multiple Contracted Entities for Medicaid, state agencies, Tribal Nations, and other community partners. OFN will continue to fund the conference by partnering with more than 15 groups who give what they can to contribute to the day. We also receive donations the day of the conference and before to help fund the cost of food, supplies, etc. See the list of agencies and the partners from those agencies to see how we blend their expertise and their agency's contribution to the successful implementation of the conference. This conference is a low-cost conference compared to any other conference that touches individuals statewide. Our partners' willingness to help fund the conference, OFN resources, and keeping the costs low will allow us to continue to host it for many years to come. Our annual funding goal for the 2025 conference is \$20,000, much of which is in-kind support. OFN staff time is covered by other contracts and fundraising dollars. We are only asking DDCO for \$5,000. All other funds are being covered by agencies and organizations that are a part of the Planning Committee and community members who provide donations. Future conference budgets should be similar to this year's since we attempt to keep costs to a minimum and receive many contributions that are in-kind.

49. Logic Model:

A logic model is a tool used by DDCO to evaluate the effectiveness of the program. An example is included, or you may use one of the many formats found by Googling "logic model." This is required for contracts in excess of \$5,000.

Not applicable. Request is \$5,000.

50. **Are you a registered vendor with the State of Oklahoma? ***

<https://oklahoma.gov/omes/divisions/central-purchasing/suppliers-and-payees/supplier-portal.html>

- Yes
- No

51. **Are you registered as an IRS 501(c)3 organization? ***

Is the proposed vendor applicant an IRS Registered 501(c)3:

- Yes
- No

52. **Are you a Government entity? ***

Is the proposed vendor a Government entity:

- Yes
- No

53. **Are you a Tribal Organization? ***

Is the proposed vendor a tribal nation:

- Yes
- No

54. **Is the proposed vendor the sole proprietor? ***

- Yes
- No

55. **Is the proposed vendor a registered partnership? ***

- Yes
- No

56. **Is the proposed vendor a registered corporation? ***

- Yes
- No

57. ID Number *

Social Security Number, FEI Number, or OMES Supplier ID

73-1515579

Contact information

58. Signatory authority *

Name of individual with contract signatory authority / title / Phone number / email address

Joni Bruce, Executive Director, 405-203-8745, joni-bruce@oklahomafamilynetwork.org
Heather Pike, Associate Director, 405-401-7612, heather-pike@oklahomafamilynetwork.org

59. Primary Contact: *

Name of individual to contact regarding contract performance & operations / Title / Phone number / E-mail address

Heather Pike, Associate Director, 405-401-7612 Heather-pike@oklahomafamilynetwork.org

60. Legal Notices: *

Name of individual to send legal notices / Title / Phone number / E-mail Address

Joni Bruce, Executive Director, 405-203-8745, joni-bruce@oklahomafamilynetwork.org

61. Finance Contact: *

Name of individual responsible for finance and accounting / title / phone number / e-mail address

Bonnie Lemonds, Business Manager, 405-474-3594

2025 JF Budget:	Cost	OFN	In-Kind	Other Contract	Balance
<u>Keynote Speakers</u>					
Autumn Cooper	\$1,500.00		\$1,500.00		\$ -
Daniel Durany	\$1,000.00		\$0.00		\$ 1,000.00
Jacob Howell (closing)	\$75.00	\$75.00			\$ -
<u>Conference Center Sites</u>					
Champion Event Center	\$ 1,625.00		\$ 900.00	\$ 725.00	\$ -
Duncan	\$ -				\$ -
Tulsa Tech Center	\$ -				\$ -
Muscogee Creek Nation	\$ -				\$ -
Poteau	\$ -				\$ -
Enid	\$ -				\$ -
Tech Support OKC	\$ 1,200.00				\$ 1,200.00
<u>Hotels (state rate)</u>					
Speakers (2)	\$ 232.00		\$ -		\$ 232.00
Staff (2)	\$ 232.00		\$ -		\$ 232.00
<u>Staff Travel</u>					
Mileage	\$ 750.00		\$ -		\$ 750.00
<u>Printing</u>					
Agenda	\$ 650.00		\$ 650.00		\$ -
Evaluation Copies	\$ 50.00		\$ 50.00		\$ -
JF Notepads	\$ 750.00		\$ -	\$ 750.00	\$ -

Whova

App, Registration, etc. \$ 3,039.00 \$ - \$ 3,039.00 \$ -

Food

OKC \$ 2,000.00 \$ 2,000.00
Duncan \$ 450.00 \$ 450.00 \$ -
Tulsa \$ 1,500.00 \$ 1,500.00
Enid \$ 300.00 \$ 300.00 \$ -
Muscogee \$ 450.00 \$ 450.00
Poteau \$ 450.00 \$ 450.00

Supplies

Bags \$ 500.00 \$ 500.00 \$ - requested not confirmed
Pens \$ 250.00 \$ 250.00 \$ -
Other **\$ 500.00** \$ 500.00

Translation/Translators

All Sites **\$ 1,050.00** \$ 1,050.00

Awards

Each Site \$ 200.00 \$ 200.00 \$ -

\$ 9,364.00 Total

\$ 4,400.00 Food

\$ 4,964.00 **DDCO Request**