



Developmental Disabilities Council of Oklahoma

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State Plan Committee Meeting Agenda

Friday, June 30, 2023 @ 1:00 p.m.

Virtual discussion Only

Join Zoom Meeting

<https://zoom.us/j/95983884924?pwd=L0d5K0VidlYxSWRQKzRUN1JGSidyUT09>

Meeting ID: 959 8388 4924

Passcode: 8675309



DDCO Officers

Council Chair

AJ Griffin, Edmond

Vice Chair

Vacant


Secretary

Vacant


Parliamentarian

Vacant

I.   Call to Order and Roll Call

II.  Discussion: Meeting Minutes of March 31, 2023.

III.  FY 24 Contract Updates

IV.  Other New Business

Welcome to Morgan Davis, new Council Staff.

DDCO Staff

Administration Officer

Alissa Patterson

V.  Announcements

Planning & Grants

Management Director

Vacant

VI.  Adjournment

Advocacy Training

Coordinator

Brad Mays

Self-Advocacy Training

Coordinator

Morgan Davis

Executive Director

Jenifer Randle

State Plan Committee Members: Michelle Kelley - State Plan Chair, Shelly Greenhaw - State Plan Vice Chair, Sharon Garrity, AJ Griffin, Lori Hauge, Susan Jorski, Lindsey Spoon, RoseAnn Duplan, Wanda Felty.

State Plan Committee Minutes

Developmental Disabilities Council of Oklahoma


DATE: Friday, March 31, 2023

TIME: 1:30 PM

PLACE: 2400 N. Lincoln Blvd, Sequoyah Bldg. Rm. 531, Oklahoma City, Oklahoma 73105

BE IT REMEMBERED that on Friday, March 31, 2023, at 1:44 pm, the State Plan Committee met at 2400 N. Lincoln Blvd, Sequoyah Bldg. Rm. 531, Oklahoma City, Oklahoma 73105 in accordance with the Open Meetings Act.

NOTICE of the schedule for all regular and special meetings of the DDCO State Plan Committee for the calendar year 2023 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, March 30, 2023, in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.

I.  **CALL TO ORDER:** Shelly Greenhaw called the meeting to order at 1:44 pm.

II.  **ROLL CALL:**

Present:	Shelly Greenhaw	State Plan Committee Chair
	Janie Fugitt	ATO Chair
	AJ Griffin	Council Chair
	Sharon Garrity	Finance Committee Chair
	RoseAnn Duplan	Designee for Melissa Sublett
	Wanda Felty	Committee Member
	Alicia Murie	Parliamentarian
Absent/Online:	Lindsey Spoon	Committee Member
	Melissa Sublett	Committee Designee
	Susan Jorski	Committee Member
	Wanda Felty	Committee Member
Guests:	Angela Duckett	
	Kodey Toney	
	Miranda Hooper	
Staff:	Jenifer Randle	Executive Director
	Melissa Gituma	Planning Grant Management Director
	Bradley Mays	Advocacy Training Coordinator

Alissa Patterson Administrative Officer (online)

By roll call, having determined there were sufficient members to make a quorum, business was conducted.

III.  **Review of the Minutes of the State Committee Meeting of January 6, 2023.**


DISCUSSION: The minutes from January 6, 2023, were reviewed.

ACTION: Motion by Ms. Murie and seconded by Ms. Kelly to approve the January 6, 2023, State Plan Committee meeting minutes as corrected.

MOTION: Carried

IV.  **Discussion: Contract Proposals**

DISCUSSION: Presentation of proposals

A.  Dale Rogers Training Center Videos

- a. Their goal is to complete production of instructional videos that will add a third, fourth and fifth to the series. The third video will follow Tammy throughout her day at her group home, traveling to work and interactions between co-workers. The fourth video will focus on the business benefits of hiring those with disabilities. The fifth video will highlight the opportunities to become within the community outside of work.
- b. They have requested funding of \$13,687.50.
- c. Discussion/Questions: The question was asked about within the budget there was a charge for 2 cameras. What was this charge exactly for? Angela Duckett explains that this charge was for the main footage of the video and the second camera was for additional stock footage. Another question was asked if the proposed cost included the cost of a camera. Ms. Duckett responds that this is the cost of production/equipment only. Janie Fugitt discusses how the videos can help promote more social interaction between people with disabilities. Ms. Duckett reinforces that the video's help to provide this support and help for social interactions.

B.  Oklahoma Self-Advocacy Network (OKSAN)

- a. The goal for this year is to make sure that all materials are updated and accessible to individuals. This is going to be a data driven year to include updates for all materials and online trainings. There will be 6 future trainings, with meetings to discuss those. There is also the want to expand in the networking with other groups.
- b. They have requested funding of \$44, 237.
- c. Discussion/Questions asked:
 - Would be any changes in FY24 compared to this current year? Miranda Hooper reported yes, there will be emphasis on data on how affective all the trainings are. Making sure that the trainings are beneficial and helpful, with additional trainings in focused rural areas. T
 - What tools are being used for the evaluation of the trainings and sub-contracting? Ms. Hooper explains that data is collect through a program that is used at OKSAN, with the addition of emoji for online trainings. Ms. Hooper states that she is not sure on how sub-contracting is evaluated. However, supporting documents are now being kept helping with further evaluations and invoicing.
 - Clarification was asked about the logic model and stipend payments. Wanda Felty reported that the model used was from year 1 and needs to be updated. The question was asked, how did they plan to track the trainings being conducted in rural and non-rural counties? Ms. Hooper states that they already have those counties identified, and on the proposal, they will show were the SAP is and then all others will fall under another category.

C.  Youth Expedition Summit

- a. Their mission is hosting a 3-day recreational event centering on middle and high school students. This event will provide developmentally appropriate opportunities to learn leadership skills, job skills, self-advocacy skills, team building and positive ways to connect with peers and providers.
- b. They have requested \$22,500.
- c. Discussion/Questions:

- Would there be a sibling training this year just as previous been done? Kodey Toney states that there will be the same concentration of information for siblings as there previously was.
- Is this sustainable from year to year and if there were ideas for expansion? Mr. Toney states that they cover much of the counties in eastern Oklahoma. Yet they will not turn away anyone who is wanting to show and participate.
- Is there ability to support up to 80 individuals? Mr. Toney states he could work with that many but thinks that 70 is more around the number he could completely support.
- Are there any additional staff other than the 4 listed? Mr. Toney answers with yes, there are only 4 staff members, but with additional volunteers/mentors there will be more individuals to assist with the event.
- Will there be background checks for individuals (staff and volunteers) since they will be housed in dormitories? Mr. Toney says that his staff has gone through background checks but will look into those additional participants.
- Who (students) will be the targeted individuals to attend? Mr. Tobey states that people within the local schools and communities, to include Special Olympics and other groups.
- When is the event proposed for? Mr. Toney reports they are planning for the first part of June/second week of June. Ms. Randle asks if the date can be discussed due to YLF.

d. Further discussion: The discussion was asked that the cost of background checks should be included in the overall proposed costs. The counties this will serve and held are in a designated poverty county and allows for Council to fund up to 90% of said project.

V.  Discussion and Possible Voting: Contract Proposals

A. Sooner Success Proposal

ACTION: Motion by Ms. Garrity and seconded by Ms. Murie to approve the Sooner Success proposal, with funding to be approved at \$108,496.

MOTION: Carried

B. Great Plains Museum

- a. The funding amount of to be changed from \$5,283 to the new amount of \$4,578.75.

ACTION: Motion by Ms. Murie and seconded by Ms. Fugitt to approve the Great Plains Museum proposal, with funding to be approved at later date by the council not to exceed the original amount.

MOTION: Carried

C. Youth Expedition

ACTION: Motion by ___ and seconded by ___ to approve the Youth Expedition funding at \$27,000, increasing the original proposal to assist with background checks of volunteer staff.

MOTION: Carried.

VI.  **Other New Business**

VII.  **Adjournment**

The meeting ended at 2:29 pm.