



Developmental Disabilities  
Council of Oklahoma

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## Finance Committee Meeting Agenda

Friday, October 24, 2025 – 11:15 A.M.

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



### Board Members

David Blose, Yukon  
Margaret Bond, Broken Arrow  
Jeromy Buchanan, Okla. City Sherri  
Coats, Oklahoma City  
Brett Cunningham, Okla. City Janie  
Fugitt, Oklahoma City  
Shelly Greenhaw, Edmond  
Jacob Pyle, Norman  
Gina Richardson, Okla. City  
Susan Rutledge, Broken Arrow  
Beth Scrutchins, Okla. City  
Melissa Sublett, Tulsa  
Kodey Toney, Panama  
Lori Wieder, Stillwater  
Devin Williams, Lawton  
Cynthia Wilkett, Tulsa  
Valerie Williams, Okla. City  
Bryce Wooten, Edmond

### 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: 262 362 970 78 Passcode: Hy6Lg6LV

- I.  Call to Order, Roll Call, & Establish Quorum: Ms. Lori Wieder
- II.  Discussion: Review of April 25, 2025 minutes: Ms. Lori Wieder
- III.  Discussion and Possible Voting\*: Old and New Items
  - A. Financial Report: Ms. Lori Wieder
  - B. Expenses Report: Ms. Jenifer Randle (internal monitoring)
  - C. Community Foundation Report: Ms. Wieder
- IV.  Other New Business \*
  - Federal News
  - FY26 Budget and Activities
- V.  Announcements
- VI.  Adjournment \*

*Finance Committee Members: Janie Fugitt, Mark Lewis, Kodey Toney, Lori Wieder*

*The mission of the Developmental Disabilities Council of Oklahoma is to advance communities where everyone has the opportunity to live, learn, work, and play where they choose. The Council builds partnerships to change systems to improve services, resources, and supports for Oklahomans with developmental disabilities and their families.*



## Finance Committee Minutes

### Developmental Disabilities Council of Oklahoma

DATE: Friday, April 25, 2025

TIME: 11:00 AM

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

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*BE IT REMEMBERED that on Friday, April 25, 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 had 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, April 24, 2025, in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.*



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



I. ROLL CALL:

Members Present: Janie Fugitt, Sharon Garrity, Lori Wieder, Michelle Kelley (arrival time 11:36)

Members Online: Mark Lewis

Members Absent: None

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: Review of December 6, 2024, and January 31, 2025, minutes.



**DISCUSSION:** The minutes from December 6, 2024, were reviewed.

**ACTION:** Motion by Ms. Fugitt and seconded by Ms. Garrity to approve the December 6, 2024, Finance Committee meeting minutes.



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



**NAYS:** none

**Abstain:** none

**MOTION:** Carried 



**DISCUSSION:** The minutes from January 31, 2025, were reviewed.

**ACTION:** Motion by Ms. Kelly and seconded by Ms. Fugitt to approve the January 31, 2025, Finance Committee meeting minutes.



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



**NAYS:** none

**Abstain:** none

**MOTION:** Carried

IV.



Discussion and Possible Voting\*: Old and New Items

A. Financial Report: Mr. Lewis presented the financial report with several highlights:

- Council expenditures for the past three months were lower than average, with the current month being the lowest at \$62,000.
- Total expenditures for the fiscal year are \$924,000, averaging \$102,000 per month.
- Projections estimate ending the year at approximately \$1.2 million in spending.
- Funding sources include the now exhausted (completed) FY23 grant, active FY24 and FY25 grants, and a small grant.
- Current grant balances: \$269,000 remaining in FY24 grant and \$709,000 in FY25 grant, totaling \$978,000 (later corrected to \$978,000).
- Mr. Lewis confirmed reconciliation with finance and shared updates about federal funding uncertainties and potential impacts of cuts at the federal level. He emphasized staying cautious but optimistic regarding FY25 and FY26 grant awards.



**DISCUSSION:** The financial report was reviewed. The total grant balance was corrected to a total of \$978,000.

**ACTION:** Motion by Ms. Fugitt and seconded by Ms. Kelly to approve the financial report with the correction to the total grant balance.



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




**NAYS:** none


**Abstain:** none

**MOTION:** Carried

B. **Council Monthly Expenditures:** Ms. Randle shared updates on expenditures, reporting that invoices are being processed on time and spending is on track. Internal monitoring systems seem to be working well and the Council continues to operate within budget, though flexibility remains limited for unexpected opportunities.

C. **Community Foundation Report:** Ms. Wieder reported that the balance is \$1,000. The committee discussed potential uses or closure of the Community Foundation account, with no action taken.

D.  Other New Business: \* Ms. Randle presented the proposed FY26 budget & activities, noting the Autism Foundation of Oklahoma opted not to reapply for funding, removing \$125,000 from line 20 of the budget. No additional adjustments were recommended.

 **DISCUSSION:** The financial report was reviewed for the FY 26 budget and corrections to the budget header will be made, correcting the year.

**ACTION:** Motion by Janie Fugitt to approve the FY26 budget and activities as presented, with correction to the budget header; seconded by Michelle Kelly.

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


 **NAYS:** none

**Abstain:** none

**MOTION:** Carried



#### IV. Announcements

V.  **Adjournment:** Michelle Kelly moved to adjourn the Finance Committee meeting; seconded by Janie Fugitt. Finance Committee meeting adjourned at 12:29 p.m.

# Developmental Disabilities Council of Oklahoma - Federal Grant Reconciliation

For the Period Ended June 30, 2025

	FFY24	FFY25	Total
Grant Award	\$ 914,702.00	\$ 914,702.00	\$ 1,829,404.00
Expenditures			
Prior Year Expenditures	\$ -	\$ -	\$ -
EOM July 2023			-
EOM August 2023			-
EOM September 2023			-
EOM October 2023	32,675.25		32,675.25
EOM November 2023	36,505.13		36,505.13
EOM December 2023	29,633.03		29,633.03
Adjust for Reconciliation	(0.01)		(0.01)
EOM January 2024	39,697.50		39,697.50
EOM February 2024	31,788.38		31,788.38
EOM March 2024	42,242.81		42,242.81
EOM April 2024	33,693.75		33,693.75
EOM May 2024	28,826.62		28,826.62
EOM June 2024	24,897.51		24,897.51
EOM July 2024	27,502.14		27,502.14
EOM August 2024	42,127.75		42,127.75
EOM September 2024	37,434.26		37,434.26
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	33,340.00	31,258.75	64,598.75
EOM May 2025	41,163.00	30,479.63	71,642.63
EOM June 2025	57,144.00	34,823.38	91,967.38
Total Expenditures	\$ 777,159.12	\$ 301,678.63	\$ 1,078,837.75
<b>Grant Balance</b>	<b>\$ 137,542.88</b>	<b>\$ 613,023.37</b>	<b>\$ 750,566.25</b>

\* ® Denotes Reconciled with OKDHS Finance CARE UNIT

FY 2026

Approved Budget FY26	Name / Description	July '25	Aug '25	Sept '25	Oct '25	Nov '25	Dec '25	Jan '26	Feb '26	Mar '26	Apr '26	May '26	Jun '26	Payments sent after June	TOTAL SPENT (July-June)	TOTAL UNSPENT
\$ 11,620.00	NASDDDS - Supporting Families COP - Mbrship, T.A., & Annual Mtg / Showcase (\$7600+\$5000)	\$ -	\$ -	\$ -											\$ -	\$ 11,620.00
\$ 135,570.00	OUHSC - Early Access	\$ -	\$ -	\$ -											\$ -	\$ 135,570.00
\$ 108,502.00	OUHSC - Sooner SUCCESS - Caregiver retreats	\$ -	\$ -	\$ -											\$ -	\$ 108,502.00
\$ 24,500.00	Pervasive Parenting Center - Youth Summit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 24,500.00
\$ 20,000.00	Autism Foundation of OK - Communications Conference	\$ 11,145.56													\$ 11,145.56	\$ 8,854.44
\$ 18,000.00	AutismOKlahoma - Look Out Art	\$ 1,450.00	\$ 1,550.00												\$ 3,000.00	\$ 15,000.00
\$ 25,000.00	Best Buddies - Friendships Inclusion	\$ 2,919.92	\$ 1,135.51												\$ 4,055.43	\$ 20,944.57
\$ 25,000.00	Oklahoma State Fair, Inc - universal / accessible restroom & calming space	\$ -	\$ -												\$ -	\$ 25,000.00
\$ 20,000.00	Tulsa State Fair - universal / accessible restroom & calming station	\$ -	\$ -	\$ -											\$ -	\$ 20,000.00
\$ 5,000.00	DDS - Enabling Tech / Smart Home in Tulsa	\$ -	\$ -	\$ -											\$ -	\$ 5,000.00
\$ 7,550.00	NACDD - Mbrship & T.A. (Oct-Sept)				\$ 7,550.00										\$ 7,550.00	\$ -
\$ 2,500.00	Information & Training International - translation	\$ -	\$ -	\$ -	\$ -										\$ -	\$ 2,500.00
\$ 2,500.00	SLRS-Sign Language Resource Services - sign language	\$ 411.00		\$ 1,480.50											\$ 1,891.50	\$ 608.50
\$ 65,000.00	Youth Leadership Forum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ 65,000.00
\$ 55,000.00	Partners in Policymaking															
	Guy Caruso (\$3,000)			\$ 3,000.00											\$ 3,000.00	\$ (3,000.00)
	Michael Beers (\$2,500)			\$ 2,500.00											\$ 2,500.00	\$ (2,500.00)
	Lodging (\$6,148)			\$ 812.00											\$ 812.00	\$ 4,640.00
	Catering (\$10,072.95)			\$ 1,310.33											\$ 1,310.33	\$ 8,762.62
	Student Travel			\$ 901.76											\$ 901.76	
	PIP Mentor & Support (\$3,050)			\$ 390.00											\$ 390.00	\$ 2,640.00
	PIP Books (\$3,748.34)			\$ 3,748.34											\$ 3,748.34	\$ 3,748.34
\$ 20,000.00	Gait Staffing - Self-Advocacy Trainings	\$ -	\$ -	\$ -	\$ 260.65										\$ 260.65	\$ 19,739.35
\$ 5,565.00	ReciteMe - website tool bar	\$ -	\$ 5,565.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,565.00	\$ -
\$ 5,000.00	CIF / PDF	\$ -	\$ -	\$ -	\$ -											\$ 5,000.00
	Spent / Month	\$ 15,926.48	\$ 8,250.51	\$ 14,142.93	\$ 7,810.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,130.57	482,129.82