



Developmental Disabilities
Council of Oklahoma

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Meeting ID: 823 6073 3596 Passcode: 8675309

Executive Committee Meeting Agenda

Friday, September 25, 2026, 1:00 p.m.

Oklahoma Center For NonProfits, 701 N Lindsay Ave, Oklahoma City, OK 73104

Board Member(s) attending via Teleconference

Susan Rutledge, 3905 West Louisville Street, Broken Arrow, OK 74012

Bryce Wooten, 16905 Bedford Circle, Edmond, OK 73012

Lori Wieder, 723 W. Hartwood Ave., Stillwater, OK 74075



Board Members

Sullivan Barbour, Broken Arrow
David Blose, Yukon
Margaret Bond, Broken Arrow
Jeromy Buchanan, Okla. City
Sherri Coats, Oklahoma City
Matthew Conner, Pryor
Brett Cunningham, Okla. City
Janie Fugitt, Oklahoma City
Shelly Greenhaw, Edmond
Heather Hancock, Okla. City
Laura Haney, Tulsa
Gina Richardson, Okla. City
Susan Rutledge, Broken Arrow
Beth Scrutchins, Okla. City
Melissa Sublett, Tulsa
Kodey Toney, Panama
Lori Wieder, Stillwater
Cynthia Wilkett, Tulsa
Valerie Williams, Okla. City
Bryce Wooten, Edmond

Council Staff

Outreach & Marketing Director
Vacant

Planning & Grants Director
Jennifer Robinson

Advocacy Training Director
Dr. Bradley Mays

Self-Advocacy Training Director
Morgan Davis

Executive Director
Jenifer Randle

** = possible voting 👍 🗳️

- I. 🗳️ 🗳️ Call to Order, Roll Call & Establish Quorum: Mr. Toney
- II. 🗳️ 🗳️ July 24, 2026, Meeting Minutes: * Mr. Brett Cunningham – p2
- III. 🗳️ 🗳️ Discussion: Funding Request(s) *
 - ☐ 2027 Oklahoma APSE Conference Funding request – p5
- IV. 🗳️ 🗳️ Committee Updates *
 - ☐ Advocacy, Training, and Outreach
 - ☐ State Plan
 - ☐ Finance – p31
- V. 🗳️ 🗳️ Old / New Business *
 - ☐ Council updates – Notice of Award Fy26 – p34
 - ☐ Council Meeting Calendar for 2027- p37
 - ☐ Council Member and Staff updates
 - ☐ Council Bylaws updates
- VI. 🗳️ Announcements
- VII. 🗳️ Adjournment *

Executive Committee Members: Maggie Bond, Brett Cunningham, Janie Fugitt, Susan Rutledge, Kodey Toney, Lori Wieder, Bryce Wooten

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.



Executive Committee Minutes

Developmental Disabilities Council of Oklahoma

DATE: Friday, July 24, 2026 **TIME:** 11:15 a.m.

PLACE: Oklahoma Center for NonProfits, 701 N. Lindsay Ave., Oklahoma City, OK 73104

BE IT REMEMBERED that on Friday, July 24, 2026 at 11:15 a.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 Executive Committee for the calendar year 2026 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, July 23, 2026 in accordance with the Oklahoma Open Meetings Act, 25 O.S. Section 311.

I. 🗡️ **CALL TO ORDER:** Mr. Toney called the Executive Committee to order at 11:27 a.m.

II. 🗣️ **ROLL CALL:**

Members Present: Maggie Bond, Susan Rutledge, Kodey Toney, Bryce Wooten

Members Online:

Members Absent: Brett Cunningham, Janie Fugitt, Lori Wieder

Staff:

Guests:

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

III. 📄🗣️👍🗋️ **MINUTES REVIEW**

🗣️ **DISCUSSION:** The Executive Committee reviewed the April 24, 2026 meeting minutes.

🗳️ **ACTION:** Mr. Wooten moved to approve the April 24, 2026 meeting minutes. Ms. Bond seconded the motion.

👍 **AYES:** Maggie Bond, Susan Rutledge, Kodey Toney, Bryce Wooten

🗋️ **NAYS:**

❌ **ABSTAIN:**

MOTION: 👍 carried

IV. 🗣️💰 **Discussion: Funding Request(s):**

There were no funding requests heard by the Executive Committee.

V. 🗣️👍🗳️ **Discussion and Possible Voting: Committee Updates:**

Full recording of the meeting is unavailable due to technology errors and minutes are from notes, including votes, that are recorded and saved on the Council's back up.

- a. 🗣️ **DISCUSSION: Advocacy, Training and Outreach (ATO) Committee:**
Staff reported updates for Council advocacy training courses: YLF, PIP, Self-Advocacy.

- b. **State Plan Committee:**
🗣️ **DISCUSSION:** Mr. Wooten and Ms. Robinson reported on the work of the State Plan Committee. The funding application for next fiscal year and an evaluation rubric is being created to support the work of council committees. The Council will discuss funding requests from the Oklahoma State Fair and Tulsa State Fair. Both State Fairs are requesting support with accessibility initiatives such as providing Momentum Refresh, a mobile, universal restroom, for the duration of the fairs.

- c. **Finance Committee:**
🗣️ **DISCUSSION:** Ms. Randle reported on Council financial information for the executive committee, including budget updates should the Council approve the two funding requests today.

🗳️ **ACTION:** Mr. Wooten moved to approve the updated Council budget (increasing the council budget by \$50,000). Ms. Bond seconded.

👍 **AYES:** Maggie Bond, Susan Rutledge, Kodey Toney, Bryce Wooten

🗳️ **NAYS:**

❌ **ABSTAIN:**

MOTION: 👍 carried

VI. 🗣️👍🗳️ **Discussion and Possible Voting: Old / New Business**

The committee reviewed and discussed potential bylaws updates. These updates and possible changes will be presented to the Council.

VII. 📢 **Announcements:** Full recording of the meeting is unavailable due to technology errors and minutes are from notes, including votes, that are recorded and saved on the Council's back up.

VIII. 🛑 **Adjournment:** With no objection, Mr. Toney adjourned the meeting.



Fiscal Year 27 Funding Request Summary

Project/Activity: [Statewide OK-APSE Conference](#)

Organization: [Oklahoma Association of Persons Supporting Employment First \(OK-APSE\)](#)

Proposal Description: This request would support a statewide learning and networking opportunity in the form of a conference that advances Employment First principles and increases access to competitive integrated employment for Oklahomans with intellectual and developmental disabilities (I/DD).

This conference will provide practical information, evidence-based practices, and networking opportunities to help attendees (self-advocates, families, educators, employers, state agencies, and service providers) understand employment services, workplace supports, benefits planning, transition services, employer engagement strategies, and other approaches to workforce inclusion. Attendees will gain access to resources and connections that support successful employment outcomes and greater independence for people with disabilities. The conference strengthens collaboration across Oklahoma and promotes a shared commitment to ensure people with disabilities have meaningful opportunities to work, earn competitive wages, and participate in their communities. The conference elevates the voices of people with lived experience, encouraging self-determination, informed choice, leadership development, and community participation.

Council funding will support conference facility costs and/or keynote speaker costs.

Targeted Audience: others, including professionals
(persons with disabilities, family members, professionals)

Council Goal: Goal 1 – Make it easier for Oklahomans with intellectual and/or developmental disabilities and their families to find and understand information about services, supports, resources.

Council Objective: 1.2 - Annually through 2031, support creative community solutions that provide in-person help for Oklahomans with intellectual and/or developmental disabilities through the lifespan.



Funding requested for Fiscal Year:

Fiscal Year (FY)	Council Funding Requested	Match (in kind)	Total Project Budget
2025	\$5,000	\$33,316	\$38,316
2026	\$5,000	\$25,511	\$30,511
2027	\$5,000	\$46,000	\$51,000

Notes:

The FY27 OK-APSE Executive Board is in the process of developing a three-year strategic plan. To support this process, the Board is hosting member input sessions. The Board hopes to expand its reach, strengthen engagement across the state, and offer or support additional training and collaboration among all sectors that support employment.

OKAPSE
2027 Conference Financials

ESTIMATED EXPENSES

Type	Description:	Revenue	Estimate
Facility	Metro Technology Center - Springlake Campus		\$8,500.00
Facility	Evening event		\$1,000.00
	\$30 per person +		
Catering Lunch - first day	drinks X 150 ppl		\$4,500.00
	\$30 per person +		
Catering Lunch - second day	drinks X 150 ppl		\$4,500.00
Catering AM & PM Snacks	\$12 per X 200 ppl		\$2,400.00
Catering	Evening event		\$3,500.00
Keynote Speaker			\$6,000.00
Closing Keynote			\$5,000.00
Decorations			\$1,500.00
Inteperters/Closed Captioning	At opening/closing keynote (did not utlize)		\$2,400.00
Door Prizes	Participation Awards		\$1,000.00
Out of State Speakers	Out of Town		\$5,000.00
Scholarships			\$1,500.00
Training Credits			\$500.00
Attendee Supplies			\$1,500.00
Printing			\$1,000.00
Re-Conference Speaker			\$1,000.00
Registration Website Development			\$200.00

ESTIMATED REVENUE

Registration \$125	\$125 X 175 ppl	\$26,250.00
Pre-Conference	\$100 X 50 ppl	\$5,000.00
Exhibitor Booth \$125	X 15 booths	\$2,250.00

SPONSORS

Bronze Sponsor	X3 -@1,000 each	\$3,000.00	
	Intepreters; Closed		
DRS	Captioning	\$2,400.00	\$0.00
	Keynote and/or		
DDCO	Facility	\$5,000.00	
TOTALS		\$43,900.00	\$51,000.00

6. General Timelines:

Funding decisions can take time for the Council to discuss. Please allow time for feedback on your proposal and possible revision of your proposal or providing more information. We want to be a partner and are happy to work with you as you complete an application. Please ask questions. If approved for funding, contract dates depend on when the proposal was received, length of review by Council committee, and contract negotiations.

For a proposal requesting funding for a full year, contracts will typically follow the state fiscal year: July 1 through June 30.

Proposals received are evaluated by a Council Committee, and if approved, a recommendation is made to the full Council for a decision. If approved by the full Council, we will make every effort for contracts to be effective as early as possible, typically by July 1. Applicants will be notified by email within 5 business days of the full Council's decision.

IMPORTANT: Do not begin work until a fully executed contract and purchase order (PO) is in hand. Per Oklahoma Statute, no funding can or will be reimbursed for any goods or service prior to the effective date of a contract.

If you have any questions, email our Planning & Grants Director, Jennifer Robinson: Jennifer.Robinson@okdhs.org.

Part 1 - Contact Information

7. Organization Name ***8. Organization Address ***

Mailing address please: Street number, Street name, City, State, 9-digit Zip Code

9. Contact Info *

Name, email address **and** phone number of the person completing this application.

10. Website

Organization's Website

Our State Plan Goals

To qualify for funding, projects must meet the goals in the 5-Year Council State Plan. The state plan for 2027-2031 is available for review <https://oklahoma.gov/ddco/about/state-plan.html>.

11. State Plan Goals ***Goal 1**

- Make it easier for Oklahomans with intellectual and/or developmental disabilities and their families to find and understand information about services, supports, resources.

Goal 2

- Support the creation of community activities that value Oklahomans with intellectual and/or developmental disabilities and support them in speaking up and making their own decisions.

Goal 3

- Provide caregivers and families with the support needed to ensure their long-term well-being.

The Oklahoma APSE Employment First Conference supports the Oklahoma Developmental Disabilities Council (DDPC) 5-Year State Plan through education, networking, and advocacy that promotes competitive integrated employment for people with intellectual and developmental disabilities (I/DD).

Goal 1: The conference makes it easier for individuals with I/DD, families, providers, educators, employers, and advocates to find and understand information about employment services, supports, community resources, benefits planning, and best practices related to Employment First. Attendees gain access to current information and statewide resource networks that can improve employment outcomes.

Goal 2: The conference promotes community inclusion and self-determination by highlighting the talents and contributions of individuals with I/DD in the workforce. Presentations and discussions encourage self-advocacy, informed choice, leadership development, and opportunities for individuals with disabilities to speak up, make their own decisions, and actively participate in their communities through meaningful employment.

Goal 3: The conference provides families and caregivers with information, resources, and support to help them better understand employment pathways, available services, and long-term planning. By increasing knowledge and connections to resources, families are better equipped to support the long-term well-being, independence, and economic self-sufficiency of their loved ones with disabilities.

This language is professional and directly ties the Oklahoma APSE Employment First Conference to all three DDPC goals.

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 purpose of this policy is to ensure a fair and impartial procurement process. The questions that follow are designed to help the state determine if such a conflict exists.

12. 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

13. Identify names and relationships

If you answered yes to "**Any relationships to the organization?**" please explain in detail. Identify names and relationships, as necessary.

A member of the Developmental Disabilities Council of Oklahoma is employed by Rise Staffing, an organization affiliated with the application contact. However, Rise Staffing is not the applicant organization and has no financial interest in this funding request. Oklahoma APSE is the applicant organization.

Part 3 - Your activity proposal:

The Council's committee carefully reviews all complete and accurate applications. The information you provide in Part III will help our members understand your proposed work and how it aligns with the Council's funding priorities and expectations.

14. Proposal. *

Provide a written overview of your proposal (up to 4000 characters). A good overview should cover the key components of your proposal. This includes:

- **Introduction:** A brief summary of your project's purpose.
- **Problem Statement:** The issue your project aims to address.
- **Proposed Solution:** A clear description of your methodology and how your project will solve the problem.
- **Expected Outcomes:** The anticipated results or impact of your work.
- **Evaluation:** How the work will be measured.
- **Relevance:** How your project aligns with the council's goals and funding priorities.

The Oklahoma APSE Employment First Conference seeks funding to provide a statewide learning and networking opportunity that advances Employment First principles and increases access to competitive integrated employment for Oklahomans with intellectual and developmental disabilities (I/DD). The conference brings together a diverse audience committed to improving employment outcomes and community inclusion for individuals with disabilities.

Oklahoma APSE serves and engages self-advocates who are employed or seeking independent, community-integrated employment; parents, family members, and caregivers; community businesses and employers; state agency staff; special education teachers and school personnel; students and their families; employment service providers; and other community partners who support the Employment First mission.

The conference provides practical information, evidence-based practices, and networking opportunities that help attendees better understand employment services, workplace supports, benefits planning, transition services, employer engagement strategies, and innovative approaches to workforce inclusion. Participants gain access to valuable resources and connections that support successful employment outcomes and greater independence for individuals with disabilities.

By bringing together self-advocates, families, educators, employers, state agencies, and service providers, the conference strengthens collaboration across Oklahoma and promotes a shared commitment to ensuring that people with disabilities have meaningful opportunities to work, earn competitive wages, and fully participate in their communities. The conference also elevates the voices of individuals with lived experience, encouraging self-determination, informed choice, leadership development, and community participation. Funding will support conference activities that increase awareness, build capacity, and expand access to information and resources for stakeholders across the state. Through education, collaboration, and advocacy, the Oklahoma APSE Employment First Conference advances the goal that all Oklahomans with disabilities have the opportunity to achieve meaningful employment and economic self-sufficiency in their communities.

15. Have you completed a needs assessment? *

☒ Yes

☐ No

16. Needs assessment:

If you have completed a needs assessment, please provide a summary below. Your response should include:

- A brief description of the methodology used (e.g., surveys, interviews, focus groups).
- The key findings that support the need for your proposed project.
- The population included in your assessment.
- An explanation of how this assessment directly informs your proposal.

The FY27 Executive Board is developing a three-year strategic plan. To support this process, the Board has held one member input session and will host an additional session at the end of August. A survey has also been distributed to all OKAPSE members to gather feedback on top priorities. The Executive Board will continue its strategic planning work throughout September, culminating in an in-person session on September 30 to finalize the plan. To date, responses reflect membership participation from the northeast region (13%), southeast region (13%), southwest region (13%), and central Oklahoma (63%). No responses have been received from the northwest region of Oklahoma. Among respondents, two key areas of need have emerged: training opportunities on specific topics and focused, facilitated conversations that benefit the industry. Based on this feedback, OKAPSE has an opportunity to expand its reach, strengthen engagement across the state, and offer or support additional training and collaboration among all sectors that support employment.

17. Who will do the work? *

Please list all people and organizations that will be working on the project, and describe their experience and qualifications to provide the proposed goods and services.

The need for the Oklahoma APSE Employment First Conference was identified through participant evaluations from previous conferences, feedback collected from self-advocates, family members, service providers, educators, employers, state agency personnel, and APSE members throughout Oklahoma. The Executive Board will lead the project in a collaboration with Open Ears Open Opportunities. The Executive Board represents state agencies, vocational, non-profits, public schools, and advocates.

18. Targeted population:

*

Tell us more about who you are targeting to improve outcomes for? Describe the age, region, familial status, learning or support needs, and type of disability.

The assessment reflects input from a broad range of stakeholders, including self-advocates seeking or maintaining competitive integrated employment, parents and caregivers, students and families in transition planning, special education teachers, employment service providers, community rehabilitation providers, state agency staff, employers, business leaders, and community partners committed to advancing Employment First initiatives across Oklahoma.

19. Impact:

*

Please describe the anticipated impact of your proposal by addressing the following three components:

- Goals for the targeted population?
 - What are the specific, measurable goals you hope to achieve for the individuals directly served by this project?
- Broader implications for people with developmental disabilities:
 - Beyond the direct participants, how will this project create a broader, positive impact for the population of people with developmental disabilities as a whole?
- Measurable outcomes:
 - What specific, quantifiable metrics will you use to track your success and demonstrate the project's effectiveness?

1. Goals for the Targeted Population

The Oklahoma APSE Employment First Conference will increase knowledge, skills, and access to resources for self-advocates with intellectual and developmental disabilities (I/DD), family members, caregivers, educators, employers, service providers, and state agency staff. The primary goal is to strengthen Oklahoma's Employment First efforts by providing attendees with practical information, strategies, and connections that support competitive integrated employment and community inclusion.

Specific goals include:

- Increasing understanding of Employment First principles and best practices.
- Expanding knowledge of employment services, workplace supports, benefits planning, and transition resources.
- Increasing self-advocacy and informed decision-making skills for individuals with I/DD.
- Strengthening partnerships among employers, educators, service providers, families, and state agencies.
- Encouraging employers to develop and expand inclusive hiring practices.

2. Broader Implications for People with Developmental Disabilities

The conference creates impact beyond those who attend by strengthening Oklahoma's statewide network of Employment First advocates and partners. Participants return to their communities with knowledge, resources, and strategies that can be shared with colleagues, employers, students, families, and individuals with disabilities. Increased awareness of competitive integrated employment, inclusive hiring practices, self-determination, and community participation helps build more inclusive communities throughout Oklahoma.

By bringing together stakeholders from across multiple systems, including education, workforce development, disability services, and business, the conference supports long-term systems change that benefits people with developmental disabilities statewide. These efforts promote greater employment opportunities, increased economic self-sufficiency, and improved quality of life for individuals with I/DD.

3. Measurable Outcomes

The success of the project will be measured using the following quantifiable metrics:

- Attendance of at least 150 conference participants representing self-advocates, families, employers, educators, service providers, state agencies, and community partners.
- At least 85% of participants reporting increased knowledge of Employment First principles, employment supports, and available resources through post-conference evaluations.
- At least 85% of participants reporting satisfaction with conference content and speakers.
- Representation from at least five stakeholder groups, including self-advocates, family members, employers, educators, service providers, and agency staff.
- Collection of participant evaluation data documenting knowledge gained, intended actions, and resource utilization.
- Increased networking and collaboration opportunities measured through attendee feedback and post-event surveys.

These outcomes will demonstrate the conference's effectiveness in expanding knowledge, strengthening partnerships, and advancing competitive integrated employment opportunities for Oklahomans with intellectual and developmental disabilities.

20. Duplication or expansion:

*

Does this proposal duplicate or expand upon any existing work in Oklahoma or elsewhere? The Council cannot supplant funding to continue existing work unless the proposal is to expand on the work and enhances what is being done.

If your proposal duplicates or expands upon existing work, please describe the existing work and explain what makes your project unique and innovative. Be specific about how this approach and expected outcomes differ from and add value to what is already being done.

The state-wide conference is an expansion of ongoing Employment First efforts, not a duplication of services:

The Oklahoma APSE Employment First Conference builds upon existing Employment First initiatives and workforce development efforts occurring throughout Oklahoma; however, it does not duplicate existing services or funding. Rather, the conference expands and strengthens these efforts by providing a statewide forum that brings together self-advocates, family members, caregivers, employers, educators, service providers, state agency staff, students, and community partners in a single collaborative learning environment.

While various organizations provide employment services, training, and supports throughout the year, the Oklahoma APSE Employment First Conference is unique in its ability to convene multiple stakeholder groups to focus specifically on competitive integrated employment and Employment First principles. The conference promotes cross-system collaboration, sharing of best practices, networking opportunities, and the dissemination of current information and innovative strategies that may not otherwise be available to participants in a single setting.

Funding for this proposal would not replace or continue existing funding sources. Instead, it would enhance Oklahoma's Employment First efforts by expanding access to education, resources, and professional development opportunities for individuals and organizations working to improve employment outcomes for people with intellectual and developmental disabilities.

The anticipated outcomes extend beyond the conference itself by increasing knowledge, strengthening partnerships, improving coordination among stakeholders, and promoting sustainable systems change that supports greater employment opportunities, community inclusion, and economic self-sufficiency for Oklahomans with intellectual and developmental disabilities.

21. **Best Practices:**

*

Will your proposed project use current evidence-based best practices in the field of developmental disabilities? Identify the specific practices you will use, explain how you will incorporate them into your project, and cite your sources. Citations should include a mix of professional literature, research studies, and respected organizations or programs.

Yes. The Oklahoma APSE Employment First Conference will incorporate evidence-based and nationally recognized best practices that promote competitive integrated employment (CIE) for individuals with intellectual and developmental disabilities (I/DD). Conference sessions, speakers, and educational content will focus on practices that have been supported by research, federal policy, and leading organizations in the disability employment field.

Specific Practices

Employment First Employment First is a nationally recognized framework that promotes competitive integrated employment as the preferred outcome for individuals with disabilities. APSE is the leading national organization dedicated to advancing Employment First and recognizes employment in the general workforce at competitive wages as a key component of full community inclusion. [apse.org], [apse.org]

Supported Employment Supported employment is a well-researched, evidence-based practice that assists individuals with disabilities in obtaining and maintaining competitive integrated employment through individualized supports, job coaching, and workplace accommodations. APSE identifies supported employment as a proven evidence-based employment practice. [apse.org]

Customized Employment Customized Employment is an evidence-based strategy recognized by the U.S. Department of Labor and incorporated into the Workforce Innovation and Opportunity Act (WIOA). This approach matches a job seeker's strengths, interests, and support needs with an employer's business needs, resulting in successful employment outcomes for individuals who face significant barriers to employment. [dol.gov], [nationaldi...tute.org]

Discovery Process Discovery is the foundation of Customized Employment and is an evidence-based practice used to identify an individual's strengths, interests, skills, and ideal employment conditions. The process helps individuals achieve meaningful and sustainable employment outcomes based on person-centered planning principles. [dol.gov], [nationaldi...tute.org]

How These Practices Will Be Incorporated

The Oklahoma APSE Employment First Conference will incorporate these best practices through keynote presentations, breakout sessions, panel discussions, and networking opportunities. Conference content will focus on:

- Competitive integrated employment and Employment First implementation.
- Self-advocacy and informed choice.
- Person-centered planning and employment strategies.
- Customized Employment and Discovery practices.
- Transition services for students with disabilities.
- Employer engagement and inclusive hiring practices.
- Workplace accommodations and retention strategies.
- Collaboration among self-advocates, families, employers, educators, service providers, and state agencies.

Presenters will include professionals, self-advocates, employers, educators, and disability employment experts who have experience implementing these evidence-based approaches in real-world settings.

22. 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.

How will your proposed project lead to **lasting systems change** for people with developmental disabilities? Please provide a detailed explanation of how your project's outcomes will shift thinking, improve practices, or empower individuals and families within the state's service system.

The Oklahoma APSE Employment First Conference will create lasting systems change by bringing together the key stakeholders who influence employment outcomes for people with developmental disabilities, including self-advocates, families, employers, educators, service providers, and state agency staff. Rather than focusing solely on individual outcomes, the conference is designed to improve the knowledge, practices, and collaboration of the systems that support individuals with disabilities throughout Oklahoma.

The conference will promote a continued shift in thinking from viewing individuals with developmental disabilities as recipients of services to recognizing them as valued members of the workforce who can successfully participate in competitive integrated employment. Through presentations, training, and shared success stories, attendees will learn evidence-based Employment First practices that increase expectations for employment and community inclusion. This helps influence how schools, service providers, employers, and public agencies support individuals with disabilities in achieving meaningful careers and greater independence.

The project will improve practices by providing current information and training on supported employment, customized employment, person-centered planning, transition services, self-determination, and employer engagement. Participants will return to their organizations and communities with practical strategies they can implement within their own programs, schools, businesses, and agencies. As these practices are adopted across multiple systems, they contribute to long-term improvements in employment supports and service delivery statewide.

The conference will also empower self-advocates and families by increasing their knowledge of available resources, employment opportunities, rights, and support systems. Individuals with disabilities will gain information that helps them make informed decisions about their employment goals and future plans. Families and caregivers will gain tools and resources to better support their loved ones in pursuing community-integrated employment and greater independence.

A key component of lasting systems change is collaboration. The conference creates opportunities for stakeholders who may not otherwise interact regularly to build relationships, share best practices, and develop partnerships. These connections often continue beyond the conference and lead to improved coordination between education systems, employment providers, employers, state agencies, and disability organizations.

By strengthening the statewide Employment First network, increasing stakeholder knowledge, promoting evidence-based practices, and empowering individuals and families, the Oklahoma APSE Employment First Conference will contribute to sustainable changes in attitudes, policies, and practices that improve employment opportunities and community inclusion for Oklahomans with developmental disabilities long after the conference has concluded.

23. Where implemented:

*

Will the proposed project be implemented or offered statewide? If no, please define the specific counties and cities you will serve and provide the rationale for their selection.

Yes, the project will be offered on a statewide basis.

The Oklahoma APSE Employment First Conference will be held in Oklahoma City, which serves as a central and accessible location for participants traveling from all regions of Oklahoma. The conference is designed to serve stakeholders from across the state, including self-advocates with intellectual and developmental disabilities, family members and caregivers, employers, educators, students, service providers, community partners, and state agency personnel.

Although the conference is conducted at a single location, its impact is statewide. Participants are actively recruited from communities throughout Oklahoma and are encouraged to share information, resources, and best practices within their local communities following the conference. This helps extend the benefits of the conference beyond those who attend in person.

Recognizing that financial barriers can limit participation, stipends, scholarships, and other supports are often provided through Oklahoma APSE and partnering organizations to assist self-advocates, family members, and other stakeholders with conference attendance. These supports help ensure individuals from rural, underserved, and economically disadvantaged areas of the state have opportunities to participate and benefit from the conference.

By bringing together stakeholders from across Oklahoma in a centrally located venue, the conference promotes statewide collaboration, strengthens Employment First initiatives, and supports improved employment outcomes and community inclusion for Oklahomans with developmental disabilities.

Performance Measures

The Council is required to submit performance reports to evaluate the effectiveness of all Council activities to our Federal partners. We require all contracted vendors to submit performance measure data prior to final payment. As a required component of your application, please provide **projected data** for the following performance measures. All contractors must collect **baseline data** to evaluate the project's outcomes. If you have questions about these projected and baseline numbers, please reach out to us.

Note: Not all measures may be applicable to your proposal. If a measure does not apply, please enter zero.

- **IA** = Individual and family **A**dvocacy
- **SC** = **S**ystem **C**hange

24. **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

25. **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

26. **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

27. **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

28. **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

29. **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

30. **IA 2.2.2**

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

The value must be a number

31. **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

32. **IA 3.1**

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

The value must be a number

33. **IA 3.2**

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

The value must be a number

34. **SC 1.1.1**

The number of policy and or procedures created or changed.

The value must be a number

35. **SC 1.2.1**

The number of statutes and or regulations created or changed.

The value must be a number

36. SC 1.3.1

The number of promising practices created.

The value must be a number

37. SC 1.3.2

The number of promising practices supported through Council activities.

The value must be a number

38. SC 1.3.3

The number of best practices created.

The value must be a number

39. SC 1.4.1

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

The value must be a number

40. SC 1.5.1

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

The value must be a number

41. 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

42. 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

43. SC 2.1.2

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

The value must be a number

44. SC 2.1.3

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

The value must be a number

45. SC 2.1.4

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

The value must be a number

46. 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

47. FINANCIAL INFORMATION ***Proposal Budget:**

- Include a detailed revenue and expenditure budget, detailing the total costs and revenues of the proposal.
- Identify the amount requested from the Council within the context of the budget.
- **Projected budgets for multi-year project planning should show a decrease on Council funding.**
- **Council funding cannot exceed 75% of your budget.** For example, if your budget is \$10,000, our funding can be up to \$7,500. Your match would be a minimum of \$2,500. **Start with your budget** and calculate the 75/25 split. If you are located in/providing services in a designated rural county, please contact us.
- Identify the amount of the required 25% funding match for your project's total budget. You need to explain where this matching funding will come from. **Sources for match funding** can include non-federal funding, monies from fundraisers or donations/sponsorships, salary/fringe, donated services or items, discounted services or items, and volunteer time. (*paid employees of a non-profit organization cannot volunteer to provide the same type of services to their non-profit organization that they are employed to provide) For help calculating match contact us. Match funding helps the Council understand all partners working with the project.
- 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 your budget** to Jennifer.Robinson@okdhs.org and include the Project Name in the subject line.

OKAPSE

2027 Conference Financials

ESTIMATED EXPENSES

Facility Metro Technology Center - Springlake Campus \$8,500.00
 Facility Evening event \$1,000.00
 Catering Lunch - first day \$30 per person + drinks X 50 ppl \$4,500.00
 Catering Lunch - second day \$30 per person + drinks X 150 ppl \$2,000.00
 Catering AM & PM Snacks \$12 per X 200 ppl \$2,400.00
 Catering Evening event \$3,500.00
 Keynote Speaker \$6,000.00
 Closing Keynote \$5,000.00
 Decorations \$1,500.00
 Intrepters/Closed Captioning At opening/closing keynote (did not utlize) \$2,400.00
 Door Prizes Participation Awards \$1,000.00
 Out of State Speakers Out of Town \$5,000.00
 Scholarships \$1,500.00
 Training Credits \$500.00
 Attendee Supplies \$1,500.00
 Printing \$1,000.00

Re-Conference Speaker \$1,000.00
 Registration Website Development \$200.00

ESTIMATED REVENUE

Registration \$125 \$125 X 175 ppl \$26,250.00

Pre-Conference \$100 X 50 ppl \$5,000.00
 Exhibitor Booth \$125 X 15 booths \$2,250.00

SPONSORS

Bronze Sponsor X3 -@1,000 each \$3,000.00
 DRS Intrepters; Closed Captioning \$2,400.00 \$0.00
 DDCO Keynote and/or Facility \$5,000.00
 TOTALS \$43,900.00 \$48,500.00

48. STATEMENT OF WORK (SoW): *

Provide a proposed statement of work for the contractual requirements. This should include a detailed description of the work to be done, project milestones, deliverables to the Council, and other details important to the work that you will provide in exchange for Council funding. [ProjectManager.com](https://www.projectmanager.com) has some good information for you to develop your statement of work:

<https://www.projectmanager.com/blog/statement-work-definition-examples>.

The Oklahoma APSE Board of Directors will plan, coordinate, and implement all conference activities over a seven-month planning period. Activities will include conference development, speaker recruitment, participant outreach, marketing, registration management, logistical coordination, conference delivery, and evaluation.

The conference will be held in Oklahoma City, providing a centralized location that is accessible to participants from across the state. Efforts will be made to encourage participation from rural and underserved communities through outreach and collaboration with organizations that provide attendance supports, scholarships, and stipends when available.

49. Sustainability Plan: *

It is the Council's hope that funded projects will have a lasting impact on the community and achieve financial sustainability after the Council's funding is complete. The Council's funding is intended as a catalyst to help new work become self-sustaining. To assure the Council of this long-term vision, all applicants must submit a detailed Financial Sustainability Plan. Financial sustainability is defined as maintaining services to the community through a diversified funding model. **Important Note:** *The Council can approve funding for an activity for a maximum of five (5) years. However, our funding is not guaranteed, so applications for Council funding must be submitted annually.* **The Council expects all funded work to be self-sustaining by the end of the contract period.** For example, consider our year one funding to be 100%, year two could be 80%, year three could be 60%, year 4 could be 40% and year 5 could be 20%.

Your Financial Sustainability Plan should include, but is not limited to, the following components for each year of your proposed project:

- Annual Funding Goals: Clear, measurable funding targets for each year of the project.
- **Projected Budgets: A multi-year budget forecast that demonstrates decreasing reliance on Council funding.**
- Identified Partners: A list of specific organizations or entities with whom you will partner, along with a description of their role in your sustainability plan. Please also include any documented commitment of resources they are able to provide.
- Timeline: A clear timeline for all sustainability activities (e.g., "Year 2: Apply for three new grants," "Year 3: Implement a pilot fee-for-service program").

The Oklahoma APSE Employment First Conference is designed to become increasingly self-sustaining through a diversified funding model that includes conference registrations, sponsorships, exhibitor fees, donations, membership growth, and partnerships with organizations committed to Employment First. DD Council funding will serve as a catalyst to strengthen and expand the conference while Oklahoma APSE develops additional revenue sources that reduce reliance on Council funding over time.

Year 1**Annual Funding Goal**

Establish a sustainable funding foundation while implementing a high-quality statewide conference.

Projected Funding Sources

- DD Council Funding: 75%
- Conference Registration Fees: 10%
- Sponsorships and Donations: 10%
- Exhibitor Fees and Membership Revenue: 5%

Sustainability Activities

- Develop sponsorship packages.
- Recruit conference exhibitors.
- Increase Oklahoma APSE membership.
- Build relationships with employers, providers, and community partners for future sponsorship opportunities.

Partners

- Oklahoma Department of Rehabilitation Services
- Oklahoma Human Services
- Community Rehabilitation Providers
- Local businesses and employers
- Disability advocacy organizations
- University and educational partners

Year 2**Annual Funding Goal**

Increase non-Council revenue to support conference operations.

Projected Funding Sources

- DD Council Funding: 60%
- Conference Registration Fees: 15%
- Sponsorships and Donations: 20%
- Exhibitor Fees and Membership Revenue: 5%

Sustainability Activities

- Secure at least three new conference sponsors.
- Expand employer sponsorship opportunities.
- Increase exhibitor participation.
- Implement targeted membership recruitment efforts.

Timeline

- Identify sponsors six months prior to conference.
- Conduct quarterly sponsor outreach.
- Expand conference marketing statewide.

Year 3**Annual Funding Goal**

Generate significant conference support from external partners.

Projected Funding Sources

- DD Council Funding: 40%

- Conference Registration Fees: 20%
- Sponsorships and Donations: 30%
- Exhibitor Fees and Membership Revenue: 10%

Sustainability Activities

- Develop multi-year sponsorship agreements.
- Increase paid exhibitor participation.
- Expand fundraising activities associated with the conference.
- Strengthen relationships with corporate and community partners.

Timeline

- Secure commitments from returning sponsors.
- Explore foundation grant opportunities that align with Employment First initiatives.

Year 4

Annual Funding Goal

Operate primarily through diversified revenue sources.

Projected Funding Sources

- DD Council Funding: 20%
- Conference Registration Fees: 25%
- Sponsorships and Donations: 40%
- Exhibitor Fees and Membership Revenue: 15%

Sustainability Activities

- Establish recurring sponsorship commitments.
- Increase conference attendance and registration revenue.
- Expand partnerships with statewide organizations and employers.
- Utilize conference success data to support fundraising efforts.

Timeline

- Conduct annual sponsor renewal campaign.
- Develop employer recognition opportunities to encourage sponsorship investment.

Year 5

Annual Funding Goal

Achieve financial sustainability with minimal reliance on Council funding.

Projected Funding Sources

- DD Council Funding: 0–10%
- Conference Registration Fees: 30%
- Sponsorships and Donations: 45%
- Exhibitor Fees and Membership Revenue: 25%

Sustainability Activities

- Maintain established sponsorship relationships.
- Continue growing membership and exhibitor participation.
- Develop a conference reserve fund for future events.
- Pursue additional private and foundation funding opportunities as needed.

Timeline

- Finalize long-term partnership agreements.
- Implement an annual sustainability review process.

Identified Partners and Contributions

Oklahoma APSE Members and Board of Directors

State Agencies

Community partners

Employers

Educational Institutions

50. Outreach and Awareness Plan of the Work: *

Too often people with intellectual and developmental disabilities, their families, and others are not aware of resources available in Oklahoma. Please provide a marketing and outreach plan to bring awareness about the work being proposed. Your plan should address the following:

- **Target Audience:** Clearly identify the specific groups within the intellectual and developmental disability community you aim to reach (e.g., specific age ranges, individuals in rural vs. urban areas, diverse cultural communities).
- **Marketing Channels:** Describe the specific marketing channels you will use (e.g., social media, community events, partnerships, print materials) and how you will use them effectively to reach your target audiences.
- **Partnerships:** Explain how you will collaborate with other organizations, advocacy groups, or community leaders to expand the reach of your message.
- **Accessibility and Language:** Detail your strategy for ensuring your outreach is accessible and inclusive. Please discuss your plan for language translations, including which languages you will prioritize and how you will ensure cultural appropriateness.
- **Measurement:** Describe how you will measure the success and impact of your marketing and outreach efforts.

1. Target Audience

The Oklahoma APSE Employment First Conference will conduct statewide outreach to individuals and organizations that support competitive integrated employment for people with intellectual and developmental disabilities (I/DD). Target audiences include:

- Self-advocates with I/DD who are employed or seeking community-integrated employment.
- Transition-age youth and students with disabilities.
- Parents, family members, and caregivers.
- Individuals living in both rural and urban communities throughout Oklahoma.
- Special education teachers, transition coordinators, and school administrators.
- Employment service providers and community rehabilitation providers.
- Vocational Rehabilitation and other state agency staff.
- Community businesses, employers, chambers of commerce, and workforce development partners.
- Disability advocacy organizations and community partners committed to Employment First.

Special emphasis will be placed on reaching individuals and families in underserved and rural areas who may have limited access to employment-related training and resources.

2. Marketing Channels

Oklahoma APSE will utilize multiple communication channels to maximize statewide participation and awareness.

Digital Outreach

- Oklahoma APSE website and conference registration platform.
- Oklahoma APSE social media channels (Facebook, LinkedIn, Instagram, and other platforms as appropriate).
- Email marketing campaigns distributed through Oklahoma APSE membership lists and partner organizations.
- Electronic newsletters and stakeholder mailing lists.

Community and Professional Outreach

- Distribution of conference flyers and promotional materials to schools, career technology centers, disability organizations, service providers, independent living centers, and state agencies.
- Presentations at community meetings, networking events, and disability-related conferences.
- Direct outreach to employers and business organizations interested in inclusive hiring practices.

Partner Communications

- Promotion through partner websites, newsletters, social media platforms, and email distribution lists.
- Sharing conference information through state agencies, provider networks, educational institutions, and advocacy organizations.

3. Partnerships

Oklahoma APSE will collaborate with a wide range of organizations to expand conference awareness and participation, including:

- Oklahoma Department of Rehabilitation Services.
- Oklahoma Human Services and related divisions.
- State and local disability advocacy organizations.
- Community Rehabilitation Providers.
- Self-advocacy organizations.
- School districts, higher education institutions, and transition programs.
- Workforce development organizations.
- Community employers and business leaders.
- Other organizations that support Employment First initiatives.

These partners will assist with distributing information, recruiting attendees, sharing resources, identifying presenters, and encouraging participation from their respective networks.

4. Accessibility and Language

Oklahoma APSE is committed to ensuring all outreach and conference materials are accessible and inclusive.

Accessibility strategies include:

- Providing materials in accessible electronic formats.
- Using plain language whenever possible.
- Ensuring conference facilities meet ADA accessibility requirements.
- Providing reasonable accommodations upon request.
- Including accessibility information in all promotional materials.

Language access strategies include:

- Prioritizing English and Spanish communications, recognizing the significant Spanish-speaking population within Oklahoma.
- Utilizing translation services when needed for conference materials and key outreach documents.
- Working with community partners to ensure messaging is culturally appropriate and meaningful for diverse communities.
- Ensuring individuals with disabilities and their families can access information regardless of language, disability, or geo

51. **Logic Model:**

To help the Council and your organization effectively evaluate the program's success, a logic model is a required component for all contracts in excess of \$5,000. A logic model is a simple visual tool that illustrates the connection between your project's resources (inputs), what you plan to do (activities), the immediate results of your work (outputs), and the changes you hope to achieve (outcomes). For a helpful guide to developing a clear and effective logic model, please refer to this resource from The Compass:

<https://thecompassforsbc.org/how-to-guide/how-develop-logic-model-0>

52. **Registered Vendor? ***

Are you a registered vendor with the State of Oklahoma? All contractors must be registered in the State Supplier Portal. You can do this online: <https://oklahoma.gov/omes/divisions/central-purchasing/suppliers-and-payees/supplier-portal.html>

☒ Yes

☐ No

53. **IRS 501(c)3? ***

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

☐ Yes

☒ No

54. **Government entity? ***

Is the proposed vendor a Government entity:

☐ Yes

☒ No

55. **Provide form of government and name of entity ***

National APSE is a 501(c)3, Oklahoma APSE is a 501(c)6

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

Is the proposed vendor a tribal nation:

☐ Yes

☒ No

You're invited to the Annual OK-APSE Employment Conference

**OPEN EARS
OPEN OPPORTUNITIES
CREATING PARTNERSHIPS**

April 7th - 8th, 2026 | Oklahoma City, OK

[Register Now →](#)



Get Your Tickets

This annual conference brings together key stakeholders from business, state agencies, education, service providers, self-advocates, and families. Participants will collaborate to promote, expand, and improve competitive, inclusive employment opportunities for people with disabilities.

We look forward to your participation in this important and impactful event.

Ethics Pre-Conference: 3 CRC and LPC credits available!
Offered April 7th from 9:00 a.m. -12:00 p.m.

This interactive training on ethics in vocational rehabilitation (VR) provides practical application through discussion and exercises for those working in the field of VR. Using both the CRCC and ACA ethical codes, this training reviews decision-making models and presents multiple real-world dilemmas to prompt discussion of confidentiality, professional responsibility, & technology, among others.



Conference Registration

The event will be held at the Metro Technology Center located at 1900 Springlake Drive in Oklahoma City.

No cancellation refunds allowed after March 14th. However the registration can be transferred to another person.

[PAY ONLINE](#)

[PURCHASE ORDER REQUEST](#)



 okapse.events@gmail.com

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To: Developmental Disabilities Council of Oklahoma
From: OK-APSE
Re: 2026 Oklahoma APSE Employment Conference – Summary

Theme: Open Ears, Open Opportunities, Creating Partnerships

The 2026 Oklahoma APSE Employment Conference convened a broad coalition of stakeholders, including disability employment professionals, educators, workforce partners, employers, policymakers, families, and self-advocates. The conference supported Oklahoma’s ongoing commitment to expanding competitive integrated employment for individuals with disabilities through the principles of Employment First and cross-system collaboration.

Purpose and Alignment

The conference aligned with the mission of APSE and OK-APSE to promote competitive integrated employment as the preferred outcome for all individuals with disabilities. Sessions emphasized systems change, workforce inclusion, and strategies to improve access to employment, retention, and career advancement. Conference activities expanded access to resources and strengthened opportunities for networking and collaboration. Additionally, offering an opportunity for self-advocates to share personal stories, strategies for overcoming barriers, individual goals, and recommendations for services and support.

Conference Objectives

The 2026 conference was designed to:

- Strengthen partnerships among education, workforce, and disability service systems
- Improve employment outcomes through evidence-based and person-centered practices
- Increase employer engagement in inclusive hiring and retention
- Expand knowledge of transition-to-employment pathways for youth with disabilities
- Promote innovation in employment supports, including technology and AI tools
- Strengthen the role of self-advocates and families in driving employment systems
-

Keynote Highlights

The opening keynote, “*Touching the Heart of Our Work*,” presented by Peter Leidy, emphasized the importance of empathy, communication, and person-centered approaches in supporting employment outcomes. The closing keynote, “*Wellbeing: What Makes Life Worthwhile*,” reinforced the connection between holistic wellbeing and sustained employment success, highlighting five interconnected domains: career, social, physical, financial, and community wellbeing.

Key Training Areas and Outcomes

Conference breakout sessions addressed critical areas of practice and systems development, including:

1. Inclusive Communication and Workforce Engagement

Participants explored strategies for strengthening employer relationships, improving communication practices, and understanding the impact of language, intent, and perception in employment settings.

2. Person-Centered and Customized Employment Practices

Sessions focused on individualized employment pathways, natural supports, transferable skill development, and approaches that align job development with individual strengths and interests.

3. Transition and Youth Employment Systems

Presentations highlighted Pre-Employment Transition Services (Pre-ETS), Area Transition Teams,

and coordinated strategies to improve post-secondary employment outcomes for students with disabilities.

4. Workplace Success and Employment Retention

Topics included self-advocacy, managing workplace conflict, disclosure decision-making, and strategies to support long-term job retention and success.

5. Employer Partnerships and Systems Collaboration

Sessions emphasized strengthening partnerships between vocational rehabilitation, education systems, community providers, and employers to expand inclusive hiring practices.

6. Innovation and Technology in Employment Services

Presenters explored the role of artificial intelligence, digital tools, and emerging technologies in improving service delivery, job development, and administrative efficiency.

7. Mental Health and Inclusive Employment Supports

Content highlighted trauma-informed practices, recovery-oriented approaches, and strategies to support individuals with diverse mental health needs in the workforce.

Stakeholder Engagement

The conference featured participation from state agencies, service providers, educational institutions, and employer partners, as well as self-advocates and family members. Attendees included Professionals in the field of employment support and services, along with 19 Educators, 3 Employers, 12 Family Members, and 7 Self-Advocates. A Lunch & Learn session provided attendees with information on APSE training, membership, and conference opportunities. The event reinforced national Employment First priorities and highlighted APSE's role as a leading national organization advancing integrated employment systems.

The conference's success is made possible through collaboration with Council volunteers whose agencies actively support and align with the mission and vision of OK-APSE. It also benefits from the contributions of speakers, presenters, and state agency representatives who generously share their time to provide education and advance knowledge in the field of disability services and support. In addition, financial support from organizations such as the Oklahoma Developmental Disabilities Council, Bios Corporation, Rise Staffing, and Viability plays a critical role in making the event possible.

Outcomes and Impact

The 2026 Oklahoma APSE Employment Conference strengthened statewide collaboration and reinforced a shared commitment to Employment First principles. Participants gained practical strategies to improve employment outcomes, strengthen system coordination, and expand inclusive workforce opportunities. The conference created a positive and engaging atmosphere with strong participation, meaningful networking, and increased community support.

Attendees especially enjoyed the social event, which encouraged connection and engagement. The Dragon Brew Crew SPED Students brought great energy to the conference, while new vendors, including Hearts for Hearing and Oklahoma Family Network, expanded available resources and support options. Two Oklahoma gubernatorial candidates from both political parties attended the conference and publicly expressed support for disability employment initiatives and funding efforts.

Survey feedback showed attendees left feeling more informed, connected, and supported. Networking opportunities encouraged collaboration and idea sharing, including discussions on building stronger business partnerships to increase employment opportunities.

The Pre-Conference session was well-received and added value to the event. Future considerations include moving the session to the end of the conference to create a stronger opening experience, increasing sponsorships and employer participation, and continuing efforts to identify venues that are both accessible and affordable.



Developmental Disabilities Council of Oklahoma

Finance Committee Financial Report For the Month Ended June 30, 2026

Lori Wieder, Finance Committee Chair

Susan Rutledge, DDCO Parliamentarian
Brett Cunningham, DDCO Secretary
Margaret Bond, DDCO Vice Chair

Janie Fugitt, ATO Chair
Kodey Toney, DDCO Chair
Bryce Wooten, State Plan Chair

Finance Committee Reports

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

Developmental Disabilities Council of Oklahoma - Expenditures & Funding SFY26 - Through June 30, 2026

	2025			2026					Total				
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
MONTHLY EXPENDITURES													
State Fund Year 2024	\$ 2,709.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,709.00
State Fund Year 2025	102,000.00	20,071.00	5,122.00	18,674.00	3,023.00	27,425.00	140.00	276.00	384.00	133.00	21.00	1.00	177,270.00
State Fund Year 2026	6,365.00	46,588.00	44,386.00	40,923.00	125,129.00	50,383.00	59,887.00	45,748.00	61,296.00	50,722.00	75,403.00	(226,037.00)	380,793.00
Total Direct Expenditures	\$ 111,074.00	\$ 66,659.00	\$ 49,508.00	\$ 59,597.00	\$ 128,152.00	\$ 77,808.00	\$ 60,027.00	\$ 46,024.00	\$ 61,680.00	\$ 50,855.00	\$ 75,424.00	\$ (226,036.00)	\$ 560,772.00
Allocated, Rent, Postage, Etc.	7,992.00	9,016.00	8,945.00	7,899.00	8,322.00	14,074.00	10,744.00	7,482.00	7,663.00	9,106.00	7,342.00	(18,578.00)	80,007.00
Total Expenditures	\$ 119,066.00	\$ 75,675.00	\$ 58,453.00	\$ 67,496.00	\$ 136,474.00	\$ 91,882.00	\$ 70,771.00	\$ 53,506.00	\$ 69,343.00	\$ 59,961.00	\$ 82,766.00	\$ (244,614.00)	\$ 640,779.00
FUNDING SOURCES													
FFY-24 Federal Grant	\$ 80,656.00	\$ 24,536.00	\$ 17,401.00	\$ 14,949.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,542.85
FFY-25 Federal Grant	32,337.63	43,972.88	34,819.13	9,392.15	100,323.00	57,311.25	18,268.00	17,120.00	29,239.00	23,163.00	48,835.00	69,886.00	484,667.03
FFY-26 Federal Grant	-	-	-	35,374.38	30,316.25	27,136.10	44,561.75	30,782.38	34,347.25	30,569.00	28,595.38	(280,470.88)	(18,788.40)
Total Federal Grants	\$ 112,993.63	\$ 68,508.88	\$ 52,220.13	\$ 59,716.38	\$ 130,639.25	\$ 84,447.35	\$ 62,829.75	\$ 47,902.38	\$ 63,586.25	\$ 53,732.00	\$ 77,430.38	\$ (210,584.88)	\$ 603,421.48
State Funding	\$ 6,072.38	\$ 7,166.13	\$ 6,232.88	\$ 7,779.63	\$ 5,834.75	\$ 7,434.65	\$ 7,941.25	\$ 5,603.63	\$ 5,756.75	\$ 6,229.00	\$ 5,335.63	\$ (34,029.13)	\$ 37,357.53
Other Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 119,066.00	\$ 75,675.00	\$ 58,453.00	\$ 67,496.00	\$ 136,474.00	\$ 91,882.00	\$ 70,771.00	\$ 53,506.00	\$ 69,343.00	\$ 59,961.00	\$ 82,766.00	\$ (244,614.00)	\$ 640,779.00
12 Month Average Expenditures													
Annualized Expenditures													
FFY-24 Federal Grant	\$ 80,656.00	\$ 24,536.00	\$ 17,401.00	\$ 14,949.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137,542.85
FFY-25 Federal Grant	32,337.63	43,972.88	34,819.13	9,392.15	100,323.00	57,311.25	18,268.00	17,120.00	29,239.00	23,163.00	48,835.00	69,886.00	484,667.03
FFY-26 Federal Grant	-	-	-	35,374.38	30,316.25	27,136.10	44,561.75	30,782.38	34,347.25	30,569.00	28,595.38	(280,470.88)	(18,788.40)
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State Funding	\$ 6,072.38	\$ 7,166.13	\$ 6,232.88	\$ 7,779.63	\$ 5,834.75	\$ 7,434.65	\$ 7,941.25	\$ 5,603.63	\$ 5,756.75	\$ 6,229.00	\$ 5,335.63	\$ (34,029.13)	\$ 37,357.53
Other Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 119,066.00	\$ 75,675.00	\$ 58,453.00	\$ 67,496.00	\$ 136,474.00	\$ 91,882.00	\$ 70,771.00	\$ 53,506.00	\$ 69,343.00	\$ 59,961.00	\$ 82,766.00	\$ (244,614.00)	\$ 640,779.00
53,398.25													
640,779.00													

Developmental Disabilities Council of Oklahoma - Federal Grant Reconciliation For the Period Ended June 30, 2026

	FFY24	FFY25	FFY26	Total
Grant Award	\$ 914,702.00	\$ 912,522.00	\$ 906,458.00	\$ 2,733,682.00
Expenditures				
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
EOM July 2025	80,656.00	32,337.63	-	112,993.63
EOM August 2025	24,536.00	43,972.88	-	68,508.88
EOM September 2025	17,401.00	34,819.13	-	52,220.13
EOM October 2025	14,949.85	9,392.15	35,374.38	59,716.38
EOM October 2025 - Adjustment	0.03	-	-	0.03
EOM November 2025	-	100,323.00	30,316.25	130,639.25
EOM December 2025	-	57,311.25	27,136.10	84,447.35
EOM January 2026	-	18,268.00	44,561.75	62,829.75
EOM February 2026	-	17,120.00	30,782.38	47,902.38
EOM March 2026	-	29,239.00	34,347.25	63,586.25
EOM April 2026	-	23,163.00	30,569.00	53,732.00
EOM May 2026	-	48,835.00	28,595.38	77,430.38
EOM June 2026	-	69,886.00	(280,470.88)	(210,584.88)
Total Expenditures	\$ 914,702.00	\$ 786,345.66	\$ (18,788.40)	\$ 1,682,259.26
Grant Balance	\$ -	\$ 126,176.35	\$ 925,246.40	\$ 1,051,422.75

* ® Denotes Reconciled with OKDHS Finance CARE UNIT

**Notice of Award****Title of Program: (SCDD) DD Act State Councils on Developmental Disabilities****Award Authority: P.L. 106-402 (DD Act)****Grantee:**Oklahoma
Director
Developmental Disabilities Council of Oklahoma
2400 N. Lincoln Blvd.
PO Box 25353
OKLAHOMA CITY, OKLAHOMA 73105**Date:** September 21, 2026**Grant No.:** 2601OKSCDD-02**Award Instrument:** Grant (Formula)**Project Period:** 10-01-2025 - 09-30-2027**Budget Period:** 10-01-2025 - 09-30-2027**EIN:** 1736017987E1**CFDA:** 93.630**Object Class Code:** 41.15**DUNS#:** 809929904**UEI#:** NML2FG3CVSG5

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-26-0142	2026,2994902	\$6,064.00	\$912,522.00
	Total	\$6,064.00	\$912,522.00

ACL Contact Information:Please find your assigned ACL programmatic and fiscal contacts on ACL's website at
<https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts>.**Phantane Sprowls**
ACL Grants Officer**Terms and Conditions:**

1. This grant award is issued under Title I, Subtitle B of Developmental Disabilities Assistance and Bill of Rights Act of 2000. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) 2 Code of Federal Regulations (CFR) Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; (5) agency policies; and (6) any additional terms and conditions and remarks on this NoA.

Effective 10/01/2025, the Administration for Community Living adopted the 2 CFR 200, the terms and conditions for this program are available at: <https://acl.gov/grants/managing-grant>.

2. Award Acceptance: Initial withdrawal of funds by the recipient, constitutes acceptance of the terms and conditions of this award. By requesting or receiving funds under this award, the recipient assures that it will carry out the project/program described in its approved state plans or application and will comply with the terms and conditions and other requirements of this award.
3. Withdrawals of funds are not to exceed the total grant award shown above under provisions of Treasury Circular No. 1075. Failure to adhere to these requirements may cause the suspension of grant funds.
4. For this Federal Fiscal Year 2026 grant award, grantees have until September 30, 2027, to obligate award funds (ACL tracks obligations in Box 10g of the SF-425). Authorized award activities must be completed within the 24-month period of performance. Grantees may liquidate allowable expenses incurred during the period of performance through September 30, 2028, consistent with 2 CFR 200.344, unless an extension is approved by ACL.
5. SF-425 Federal Financial Report (FFR): Grantee is required to submit the FFRs annually within 90 days after each reporting period. A final FFR is due by January 28, 2029. All FFRs must be submitted using the HHS Payment Management System (PMS). PMS website is located at: <https://pms.psc.gov>. Information regarding FFR can be obtained at <https://pms.psc.gov/grant-recipients/ffr-updates.html>. FFRs are due on the following dates:
 - a. The first annual FFR covering the reporting period ending on September 30, 2026, is due by December 29, 2026;
 - b. The second annual FFR covering the reporting period ending on September 30, 2027, is due by December 29, 2027;
 - c. The final FFR is due by January 28, 2029.
6. The SCDD annual program performance report (PPR) for the period ending September 30, 2026 must be completed at a date to be scheduled by the Office of Intellectual and Developmental Disabilities. This report will be submitted via email to the assigned OIDD Project Officer.
7. The Federal share of the cost of all projects in a State supported by an allotment to the State under Subtitle B may not be more than 75% of the aggregate necessary cost of such projects, as determined by the Secretary. The remaining 25% of the aggregate necessary cost of such projects represents the non-Federal share. In the case of projects whose activities or products target individuals with developmental disabilities who live in urban or rural poverty areas, as determined by the Secretary, the Federal share of the cost of all such projects may not be more than 90% of the aggregate necessary cost of such projects, as determined by the Secretary. In the case of projects undertaken by the Council or Council staff to implement State plan activities, the Federal share of the cost of all such projects may be not more than 100% of the aggregate necessary cost of such activities.

Remarks:

1. The SCDD grant award to your state has been approved for the current period of the fiscal year in the amount shown above. Award level represents FFY 2026 final funding under the final Appropriation (P.L. 119-75).
2. A final PMS drawdown (liquidation) must be completed by September 30, 2028.
3. Payment under this award will be made available through the HHS Departmental Payment Management System (PMS). PMS provides instructions for making withdrawals of Federal funds. When requesting payment from PMS, please log in and reference the Grant No. listed above for payment. Instructions regarding payments can be obtained at <https://pms.psc.gov/training/pms-user-guide.html#Request>, or contact your PSC Account Liaison; 1-877-614-5533; PMSSupport@psc.gov.

4. Overlapping Projects: Recipients with overlapping projects must be specifically cautious that approved costs on any budget, including match or cost share (if applicable), is not also included on any other federally financed program in either the current or a prior period.
5. The award recipient is legally and financially responsible for all aspects of this award including funds provided to subrecipients, in accordance with 2 CFR § 200.331 Subrecipient and Contractor Determinations and 2 CFR § 200.332, Requirements for Pass-Through Entities.
6. Closeout Requirements: A final FFR and a final PPR are due within 120 days after the expiration of the project period of this NoA. Per 2 CFR 200.344, all subrecipients must submit all financial, performance, and other reports to the pass-through entity no later than 90 calendar days after the period of performance. The Federal awarding agency or pass-through entity may approve extensions when requested and justified by the subrecipients, as applicable.

Please direct questions regarding this memo to your assigned Awarding Agency Contact.

Notice of Award

Title of Program: (SCDD) DD Act State Councils on Developmental Disabilities
Award Authority: P.L. 106-402 (DD Act)

Grantee:
 Oklahoma
 Director
 Department of Human Services
 Developmental Disabilities Services
 2401 Northwest 23rd St, Suite 74
 OKLAHOMA CITY, OKLAHOMA 73106 0000

Date: February 22, 2021

Grant No.: 2101OKSCDD-01 **Fed. Award ID Number**
Award Instrument: Grant (Formula)
Project Period: 10-01-2020 - 09-30-2022
Budget Period: 10-01-2020 - 09-30-2022

EIN: 1736017987E1

CFDA: 93.630

Object Class Code: 41.15

DUNS#: 809929904

Data Universal Number System -
 unique number to identify us

Catalog of Federal Domestic Assistance
 - identifies & sorts federal programs

Appropriation	CAN	Award This Action	Cumulative Grant Award to Date
75-21-0142	2021,2994902	\$721,714.00	\$897,250.00
	Total	\$721,714.00	\$897,250.00

ACL Contact Information:

Please find your assigned ACL programmatic and fiscal contacts on ACL's website at
<https://www.acl.gov/grants/acl-mandatory-grants-programmatic-and-fiscal-contacts>.



Emmanuel Ekwo
ACL Grants Officer

Terms and Conditions:

1. This grant award is issued under Title I, Subtitle B of Developmental Disabilities Assistance and Bill of Rights Act of 2000. The terms and conditions of this Notice of Award (NoA) and other requirements have the following order of precedence: (1) statute; (2) executive order; (3) program regulation; (4) administrative regulation found in 45 CFR Part 75; (5) agency policies; and (6) Any additional terms and conditions and remarks on NoA.

Please visit ACL's website at <https://www.acl.gov/grants/managing-grant> to view some of these terms and conditions such as:

- Prohibition on certain telecommunications and video surveillance services or equipment
- SAM.gov / DUNS Requirement
- National Policies including Trafficking Victims Protection Act, Whistleblower Protections, and DOMA: Implementation of Same-Sex Spouses/Marriages
- Federal Funding Accountability and Transparency Act (FFATA)

Developmental Disabilities Council of Oklahoma Jan-June 2027 Committee & Council Meetings

Date	Time	Committee
JANUARY		
Fri., Jan. 29	10:30 AM - 11:00 AM	Finance Cmte
Fri., Jan. 29	11:15 - 11:45 AM	Executive Cmte
Fri., Jan. 29	12:00 - 3:00 PM	DD Council Board Mtg
FEBRUARY		
Fri., Feb. 19	10:00 - 11:30 AM	State Plan Cmte
Fri., Feb. 19	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., Feb. 19	1:00 - 1:30 PM	Executive Cmte
MARCH		
Mar. 19 / Apr. 2	10:00 - 11:30 AM	State Plan Cmte
Mar. 19 / Apr. 2	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Mar. 19 / Apr. 2	1:00 - 1:30 PM	Executive Cmte
APRIL		
Fri., Apr 30	10:30 AM - 11:00 AM	Finance Cmte
Fri., Apr 30	11:15 - 11:45 AM	Executive Cmte
Fri., Apr 30	12:00 - 3:00 PM	DD Council Board Mtg: Budget Mtg
MAY		
Fri., May 21	10:00 - 11:30 AM	State Plan Cmte
Fri., May 21	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., May 21	1:00 - 1:30 PM	Executive Cmte
JUNE		
Fri., June 25	10:00 - 11:30 AM	State Plan Cmte
Fri., June 25	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., June 25	1:00 - 1:30 PM	Executive Cmte

Developmental Disabilities Council of Oklahoma
July - Dec 2027 Committee & Council Meetings

Date	Time	Committee
JULY		
Fri., July 30	10:30 AM - 11:00 AM	Finance Cmte
Fri., July 30	11:15 - 11:45 AM	Executive Cmte
Fri., July 30	12:00 - 3:00 PM	DD Council Board Mtg
AUGUST		
Thurs., Aug. 27	10:00 - 11:30 AM	State Plan Cmte
Thurs., Aug. 27	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Thurs., Aug. 27	1:00 - 1:30 PM	Executive Cmte
SEPTEMBER		
Fri., Sept. 24	10:00 - 11:30 AM	State Plan Cmte
Fri., Sept. 24	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., Sept. 24	1:00 - 1:30 PM	Executive Cmte
OCTOBER		
Fri., Oct. 22	10:30 AM - 11:00 AM	Finance Cmte
Fri., Oct. 22	11:15 - 11:45 AM	Executive Cmte
Fri., Oct. 22	12:00 - 3:00 PM	DD Council Board Mtg: Budget Mtg
NOVEMBER		
Fri., Nov. 5	10:00 - 11:30 AM	State Plan Cmte
Fri., Nov. 12	10:00 - 11:30 AM	State Plan Cmte
Fri., Nov. 5	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., Nov. 5	1:00 - 1:30 PM	Executive Cmte
DECEMBER		
Fri., Dec. 3	10:00 - 11:30 AM	State Plan Cmte
Fri., Dec. 3	11:45 AM - 12:45 PM	Advocacy, Training, & Outreach Cmte
Fri., Dec. 3	1:00 - 1:30 PM	Executive Cmte