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**COMMISSION MEETING MINUTES****September 13, 2024**  
**9:30 AM**

Commissioners present in person: Jacqueline Aaron, Jeffrey Cartmell, Ellen Buettner, Kalie Kerth, Lindsay Laird, John Schneider, Jonathan Hall, and Mike Warren

Commissioners attending virtually: Ginarie Harrington, Jason Hicks, and Brad Wilson

Guests present in-person and virtually: Betty Hawkins-Emery, Amber Adams, and James Ray (OCCY Parent Partnership Board); Constanzia Nizza (Office of Juvenile Affairs); Sandra Balzer (Oklahoma Office of the Attorney General); Jane Silovsky (OU Center on Child Abuse and Neglect); Deborah Smith and Katie DeMuth (Oklahoma Department of Human Services); Christy Tubbs, Sara Vance and Holly Williams (Oklahoma Office of Management and Enterprise Services); Rachel Proper, Angie Clayton, and Terri Davis (Oklahoma Child Care Association); Carrie Williams, Jon Trudgeon, and Stephanie Lippert (Oklahoma Partnership for School Readiness); Krystal Milkeraitis; and Paula Wackenheim

Staff present: Annette Wisk Jacobi (virtual), Mark James, Rob Agnew, Payton Marr, Brittany Gassner, Lakesha Mackie, Ellen Hardy, Marcia Johnson, Elizabeth Kaup, Elly Kohs-Brantley, Caitlin Merritt, Isabel Rodriguez, Lucia Amezcuita, Madison Wingate, Keith Pirtle, Tina Pendergraft, Danielle Dill, Cherra Taylor, and Mahboob ul Haq

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**Welcome, Introductions, and Determination of Quorum**

— *Chairperson John Schneider*

Chairperson John Schneider called the meeting to order at 9:40 a.m. with a quorum present.

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**Public Comment**

Rachel Proper of the Oklahoma Child Care Association expressed concerns over the proposed administrative rule changes on the childcare subsidy program and licensing services, the potential effects the changes will have on families and childcare providers, provided possible alternatives.

Angie Clayton of the Oklahoma Child Care Association also expressed similar concerns over the proposed administrative rule changes on the childcare subsidy program and licensing services.

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**Review of the Minutes from the September 13, 2024, Commission Meeting**

— *Chairperson John Schneider*

**A handout was provided.**

*Judge Warren moved to approve the minutes. Commissioner Aaron seconded the motion. All members present voted in the affirmative. The motion passed.*

**OCCY Parent Partnership Board (PPB) Report**

— James Ray, Parent Partnership Board member

James Ray shared his lived experience with battling drug addiction, involvement with child welfare, struggling with homelessness, and becoming an advocate for families in crisis. He also shared that he has been sober since February 2019. Mr. Ray stated that while child welfare is necessary for protecting children, there is room for improvement. He also stated that there is a need for those with lived experience to be included in the process of improving services for children and families.

**Handouts of the PPB Quarterly report were provided.**

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**Presentation: Proposed Emergency Rules: Oklahoma Administrative Code Title 340 Department of Human Services, Chapter 40 Care Subsidy Program and Chapter 110 Licensing Services**

— Deborah Smith, Oklahoma Department of Human Services

Deborah Smith, Deputy Director of the Oklahoma Department of Human Services (OHS), presented on the proposed emergency rule changes of Chapters 40 and 110 of the OHS' administrative rules. Highlights of the information provided include:

- The two primary roles of OHS Childcare are to provide subsidies to assist low-income families access quality childcare and to license childcare facilities that meet quality standards.
- There are more childcare facilities participating in the subsidy program than ever and the number of children served by the program has increased by 20% in two years.
- Some of the strategies to align the childcare subsidy budget include reducing income eligibility rules from 85% to 70% of the state median income, set a sustainable annual budget for the subsidy program, and setting new provider rates.
- The emergency rules for the subsidy program, if approved, would go into effect on January 1, 2025.
- The emergency rules for the childcare licensing, if approved, goes into effect immediately.

A public hearing for the proposed childcare licensing rules is scheduled for September 23, 2024.

**Handouts of the proposed emergency rule changes were provided.**

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**Presentation of the Finance Report**

— Mahboob ul Haq, OCCY Business Manager

Mahboob ul Haq presented an overview of OCCY's financial status through August 31, 2024. Some of the information provided included:

- OCCY had utilized 0.08% of its total budget of \$5,527,339 and 48% of its year-to-date budget of \$987,888.
- OCCY had a cash balance of \$610,929.63 as of August 31, 2024.
- Program managers and the business manager collaborated to address outstanding SFY24 invoices and update encumbrance balances.
- OCCY participated in monthly financial meetings with Megan Patton, Financial

Manager at the Oklahoma Office of Management and Enterprise Services' (OMES) Agency Business Services (ABS).

***A handout of the financial report was provided.***

*Commissioner Laird moved to approve the Finance Report. CEO Buettner seconded the motion. All members present voted in the affirmative. The motion passed.*

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### **Presentation: Child Sexual Abuse in Oklahoma – Part 1**

— Jane Silovsky, University of Oklahoma Center on Child Abuse and Neglect

Dr. Jane Silovsky, presented on the prevention efforts of child sexual abuse in Oklahoma. Highlight of the information provided included:

- According to OHS Child Welfare data, just over 4% of all substantiated child abuse reports were categorized as sexual abuse during SFY2022.
- National research suggests that 10% of children under the age of 18 experienced sexual abuse, 12% of them were girls and 8% were boys, with 24% living in congregant care.
- The Oklahoma Child Sexual Abuse Prevention Workgroup was established in 2020, supported with federal Community-based Child Abuse Prevention funds from the Oklahoma State Department of Health, to examine the efforts and gaps in addressing child sexual abuse prevention within our state.
- The workgroup conducted a survey to determine availability of services and created a statewide directory of programs and services.
- They are creating a toolkit of resources for schools to utilize.
- There is a need for more prevention programs throughout the state, particularly in the rural locations.

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### **Presentation of the OCCY Budget Request for State Fiscal Year 2026**

— Mark James, OCCY Assistant Director

Mr. James presented the proposed budget request for State Fiscal Year (SFY) 2026. Some of the information provided included:

- OCCY will be requesting \$4,585,369 in appropriations for SFY 2026, an increase of \$1,576,550 or 52.4% from SFY 2025.
- The additional appropriations will be allocated to maintaining the Parent Partnership Coordinator position (\$95,000), staff salary adjustments (\$223,250), three new positions in the Office of Juvenile Systems Oversight (\$333,300), and a pilot for a statewide continuum of services for child sexual abuse (\$925,000).

Director Jacobi then presented information about the proposed pilot program for statewide continuum of services for child sexual abuse. Highlights of the information provided include:

- The proposed budget for the pilot program is \$925,000, which if received would be divided into four areas – administration, prevention, training, and intervention and treatment.
- The administration would consist of one full time employee to provide support to the child sexual abuse prevention workgroup, website development for resources, develop a reporting system, and an annual accountability and effectiveness report.
- The prevention efforts would consist of distributing funds for prevention services to youth serving organizations, schools, faith groups, tribes, and other community groups via a Request for Proposal process.

- The training efforts would provide increased training opportunities for professionals working within child protection, investigation, and the court systems to learn about child sexual abuse prevention, intervention, and treatment.
- The intervention and treatment would consist of training behavioral health clinician in evidence-based treatment and services so that they can provide services to youth with problematic sexual behaviors.

After some discussion on whether the Commissioners are required or have authority to approve the budget request, it was determined that the Commissioners would not vote to approve or reject the OCCY SFY 2026 budget request.

**Presentation and Approval: Proposed status of the Freestanding Multidisciplinary Teams for 2024**

— *Brittany Gassner, FSMDT Program Manager*

Brittany Gassner presented an overview of the Freestanding Multidisciplinary Team (FSMDT) Program as well as a list of teams who were deemed functioning based upon their annual review. Highlights of the information provided include:

- The purposes of the FSMDTs are 1) to promote joint investigations between law enforcement and child welfare; and 2) to support coordination and collaboration between all disciplines so as to effectively respond to child maltreatment and reduce trauma in victims.
- The statutorily-required team members include a team coordinator, a licensed mental health professional, a medical professional with child maltreatment experience, law enforcement, child welfare worker, and the district attorney (DA) or assistant district attorney.
- The DA’s offices are responsible for ensuring coverage for every county within their districts, and OCCY is responsible for providing guidance and evaluation to ensure FSMDTs are properly established as well as provide funding.
- To establish a FSMDT, the team must obtain the DA’s support, complete required training, assemble the core team, and designate the lead agency for the team.

Ms. Gassner stated that 41 FSMDTs are requesting approval for functioning status and funding, 38 of the teams were previously established and three are new teams. The teams are as follows:

Adair	Garvin	Murray
Atoka	Haskell	Noble
Beckham (Roger Mills)	Jackson (Harmon)	Nowata
Blaine	Johnston	Okfuskee
Cherokee	Kingfisher	Oklahoma
Choctaw	Latimer	Okmulgee
Coal	Lincoln	Pushmataha
Comanche	Logan	Seminole
Craig	Love	Stephens (Jefferson)
Creek	Marshall	Texas (Beaver, Cimarron, Harper)
Custer/Washita	Mayes	Wagoner
Grady	McClain	Woodward
Greer	McIntosh	

**A handout of the list of counties with Freestanding Multidisciplinary Teams was**

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provided.

Judge Warren moved to approve the forty-one freestanding multidisciplinary teams as functioning teams. Director Cartmell seconded the motion. All members present voted in the affirmative. Motion passed.

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### **Presentation and Approval of Child Abuse Training and Coordination Council Members**

— Brittany Gassner, FSMDT Program Manager

Ms. Gassner presented three names to be considered for approval by the Commissioners:

Dr. Michael Baxter representing the statewide association of osteopathic physicians (the nominee listed on the agenda was Dr. Amanda Foster; however, the association asked that she be replaced with Dr. Baxter)

Brittany Hunt-Jassey representing the Oklahoma Bar Association

Laura Ruth Talbert serving as the alternate representative for the Oklahoma Bar Association

**A handout of a list of proposed members for the Child Abuse Training and Coordination Council was provided.**

Commissioner Laird moved to approve all three nominees. Commissioner Kerth seconded the motion. The majority of members present voted in the affirmative except Commissioner Wilson who did not vote. Motion passed.

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### **Legislative Report**

— Marcia Johnson, OCCY Legislative Liaison

Marcia Johnson announced that the interim studies will begin soon. They will live stream as well as be available for later viewing on both the State Senate and the State House of Representative's websites. She also announced that one of the interim studies will focus on child sexual abuse in schools.

**A handout of the list of 2024 interim studies was provided.**

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### **Presentation: Oklahoma Child Death Review Board Program Update**

— Annette Wisk Jacobi, Executive Director and Joseph McGrath, CDRB Case Manager

Mr. Joseph McGrath provided an overview of Child Death Review Board's (CDRB) review process, an updated number of closed cases, child deaths and deaths still in review, and upcoming program changes. Highlights of the information provided include:

- CDRB was created in 1991 to address the need for multidisciplinary reviews of child deaths and near-deaths to enhance safety and protection of Oklahoma's children.
- There are currently five teams that review cases throughout different regions of the state.
- CDRB does not review deaths related to natural causes such as congenital defects unless external factors increased the likelihood of the death.
- Staffing increased from one to four since SFY 2020.
- Due to the increase in productivity, CDRB was offered a grant from the Michigan Public Health Institute to review and study Sudden Unexplained Infant Deaths and Sudden

Death in Youth.

- CDRB plans to relaunch the Think. Prevent. Live. Campaign, which was first launched in 2008.
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**Presentation: Office of Juvenile System Oversight Programmatic Review**

— *Annette Wisk Jacobi, Executive Director*

Agenda item was tabled due to time constraints.

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**Appointments to Ad Hoc Committees Related to Office of Juvenile Systems Oversight Programmatic Review**

— *Chairperson John Schneider*

Agenda item was tabled due to time constraints.

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**Director’s Report: A Report Regarding Agency Activities and Personnel Changes**

— *Annette Wisk Jacobi, OCCY Director*

- Assistant Director James, on behalf of Director Jacobi, introduced new staff members Madison Wingate and Lucia Amezcuita to the Commission.
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**Announcements**

— *Commissioners*

No announcements at the time of this meeting.

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**Chairperson Comments**

— *Chairperson John Schneider*

Chairperson Schneider announced that Lindsay Laird was stepping down as commissioner and the meeting would be her last. He expressed gratitude for her hard work and dedication to OCCY.

Chairperson Schneider also acknowledged Dr. Deborah Shropshire, former executive director of OHS, for her work with OCCY. He announced that Jeff Cartmell transitioned from the position of executive director with the Oklahoma Office of Juvenile Affairs to the position of executive director with OHS.

Chairperson Schneider commended the OCCY staff for their work in creating the budget request for SFY 2026.

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**Adjournment**

— *Chairperson John Schneider*

Chairperson John Schneider adjourned the meeting at 12:16 PM.