



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services

Commissioners

➤ Janet Barresi, Theresa Flannery, and Kelsey Lee

Regular Meeting
and Video Conferencing

3535 NW 58th Street, Suite 200
Oklahoma City, OK

August 14, 2024

Empowering Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services
Regular Commission Meeting
August 14, 2024 at 10:30 a.m.**

Oklahoma Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112

Commissioners: Theresa Flannery, Chair; Dr. Janet Barresi, Vice Chair; and Kelsey Lee, Member.

Commission link: <https://www.zoomgov.com/j/1617139038>
Phone: 1-669-254-5252; Webinar ID: 161 713 9038

Sign Language Interpreters are provided for public accessibility.

Public Comment: To sign up to speak virtually, please contact the Assistant to the Commission no later than 5:00 PM on Tuesday, August 13, 2024, at (405) 951-3472 or Kathleen.Arrieta@okdrs.gov. If speaking in person, please sign up on arrival prior to the start of the meeting. Public comments will be limited to three minutes per person.

AGENDA

1. Call to Order and Roll Call

Theresa Flannery, Chair

2. Statement of Compliance with the Open Meeting Act

Kathleen Arrieta, Commission Assistant

REPORTS

3. Presentation of Longevity Certificates

Theresa Flannery, Chair

4. Executive Director's Report

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Melinda Fruendt, Executive Director

- a) Certificates of Appreciation
- b) Report on agency and departmental updates including meetings, departmental updates, and the Beyond Hope Academy
- c) Possible discussion

5. Oklahoma Rehabilitation Council (ORC)

Page 10

Carolina Colclasure, Program Manager

- a) Report on committee updates
- b) Possible discussion

6. Chief Financial Officer's Report

Kevin Statham, Chief Financial Officer

- a) Financial Status Reports for FY 2024 as of June 30, 2024 Page 13
- b) FY 2026 Budget Request Page 20
 - FY 2026 Budget Request Executive Summary
 - FY 2026 Budget Request Summary
 - FY 2026 Budget Request Operations Funding Changes
- c) Possible discussion

7. Vocational Rehabilitation Report

Page 27

Mark Kinnison, Division Administrator

- a) Report on departmental updates
- b) Priority Group / Portal Referral Updates
- c) Possible discussion

8. Human Resources Report

Tom Patt, HR Director

- a) June - Personnel Activity report & Current FTE Status Page 31
- b) July - Personnel Activity report & Current FTE Status Page 37
- c) Introductions of new staff
- d) Possible discussion

9. Success Story

Video featuring Larry Duffy, former DRS Client and Western Oklahoma State College (WOSC) instructor.

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- a) Possible discussion

ACTION ITEMS

10. Review of the Minutes from the June 12, 2024, Commission Meeting.

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Theresa Flannery, Chair

- a) Discussion and possible action to modify and/or approve the minutes.

11. Acceptance of Donations to the Oklahoma School for Deaf (OSD)

Page 53

Dr. Heather Laine, Superintendent

- a) Donation Reports for June and July 2024
- b) Discussion and possible action to accept the donations.

12. Acceptance of Donations to the Oklahoma School for the Blind (OSB) Page 56

Rita Echelle, Superintendent

- a) Donation Reports for June and July 2024
- b) Discussion and possible action to accept the donations.

13. Acceptance of Donations to the Oklahoma Library for the Blind and Physically Handicapped (OLBPH) Page 59

Kevin Treese, Program Manager III, SBVI

- a) Donation Reports for June and July 2024
- b) Discussion and possible action to accept the donations.

14. New Business

Theresa Flannery, Chair

- a) Any matter not known about, or which could not have been reasonably foreseen prior to the time of posting 25 O.S. § 311.

15. Announcements

Theresa Flannery, Chair

- a) Next Meetings:

Wednesday, September 11, 2024
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200, OKC, OK 73112

Wednesday, October 16, 2024
Oklahoma School for the Blind
3300 Gibson Street, Muskogee, OK 74403

16. Public Comments

- a) Under Oklahoma Open Meeting Laws, the Oklahoma Commission for Rehabilitation Services cannot respond to or discuss any matter not on today's agenda.

17. Adjournment

Theresa Flannery, Chair

Note: "Possible action" by the Commission includes, but is not limited to, approval, authorization, adoption, rejection, denial, amendment, taking no action, or tabling the item for disposition at a later date or time.



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
August 14, 2024

Executive

June

13 – Workforce Partners meeting; VR/SBVI Performance Review.
20 – ORC Executive Committee meeting.
21 – Oklahoma Commission on Children and Youth meeting.
27 - VR Technical Assistance Center for Quality Management on Intensive Technical Agreement issues meeting; Deaf Blind Awareness Event.

July

2 – VR/SBVI Performance Review.
3 – Fruendt’s Front Town Hall meeting.
4 – Holiday.
9 – Future of Hope meeting.
11 – Workforce Partnership meeting.
16 – New Employee Academy for VR/SBVI.
18 – VR/SBVI Business Services Impact Meeting in Enid.
25 - VR Technical Assistance Center for Quality Management on Intensive Technical Agreement issues meeting; Oklahoma Workforce Association Meeting.
29 – 31 – DRS Executive Team Retreat.

August

5 – Fruendt’s Front Town Hall at OSB and Welcome back to OSB.
6 – Welcome back to OSD; Welcome to the National Association of Disability Examiners in OKC.
8 - VR/SBVI Business Services Impact Meeting in Tulsa.
12 – OK IPSE Update Meeting.
14 – Commission for Rehabilitation Services meeting; DRS Executive Team meeting.

Process Improvement (PI) – Lyuda Polyun

AWARE

Continues to collaborate with Alliance Enterprises, the University of Missouri, and the University of Oklahoma to set up and test the portal between the Pre-VR portal and AWARE to report services provided to Oklahoma transition students, which will be integrated into AWARE for RSA-911 reporting purposes.

Has initiated a project to establish a new Vendor portal in AWARE to streamline vendor authorization and payment processes, focusing primarily on Employment Services Contracts.

Is manually entering Pre-Employment Transition Services provided during the 4th quarter of the current program year into AWARE, with the report due on August 15.

Is ongoing with RSA-911 data cleanup in preparation for our next submission.

Program Standards, Statistical Research, Data Dashboards

The research staff-initiated data collection for the SFY 2024 Legislative Map.

The Program Standards Supervisor completed the Google AI Essentials training offered by Statewide Learning Services.

The VIBE Evaluation Report for Summer 2024 was completed. A summary report was also completed with feedback received from adult sessions conducted from July 2022 to July 2024.

The research staff expanded the SDE IEP Power BI report to include additional information on least restrictive environment placement at the request of SDE-SES.

The Future of Hope – Tonya Garman

Beyond Hope Academy (BHA) is an initiative that DRS implemented this spring to further grow and develop the Science of Hope within the agency. Our intent was to:

1. Create a greater awareness of the Science of Hope in our agency.
2. Expose employees to “hope in action” by creating opportunities for them hear from people who are using Hope Science in the workplace.
3. Give employees a voice in how DRS implements Hope Science.
4. Collaborate with colleagues on how they could utilize Hope Science to benefit their clients.
5. Increase collegiality by developing relationships across the agency.

While we have shared The Science and the Power of Hope in a variety of settings with almost 600 of our employees, we did not want to just expose employees to Hope Science, we wanted to offer them a voice about how we could benefit from it.

This hands-on, interactive, and in-depth learning experience included a field trip to meet with and talk to Angela Pharris, Ph.D. one of the founders of The Science and the Power of Hope training. They visited the Department of Human Services to hear from their team how they have implemented HOPE at DHS. The cohort also met at the Workforce Hope Community Center to experience how The Science of Hope was used to create this exciting resource for Oklahomans. Along the way, participants imagined, developed and planned productive and practical ways The Science and the Power of Hope could be implemented at DRS. In Shark Tank® fashion, teams presented their proposals to members of the DRS’ Executive Team for consideration.

Here are some comments from the graduates about how they plan to use the skills and philosophies they have learned through BHA.

- “I would be able to utilize the training when I visit my high schools ... and assist them with HOPE for their future, ensure that they understand that they have a “different” ability and not a disability”
- “I would be able to utilize Hope by assisting individual who are clients ... they are not bogged down by past with their emotions but envision a future for themselves. I can help make the OKDRS dream of Hope a reality”

- “Our job involves providing people with very low hope with resources, skills, and knowledge that will aid them in building pathways to better lives. In addition, hope is a huge part of my personal faith system”

Going forward, DRS has a goal to develop various ways to infuse the Hope principles throughout the agency, as well as continue to spread awareness to those who haven't experienced it.

We have identified several pathways to carrying this out.

- The ‘Science and Power of Hope – Leading with Hope’ training will continue to be offered as part of the professional development library.
- We will be stepping up the ‘Hope Nugget’ emails to include small suggestions of how to use the concepts in everyday work.
- The Beyond Hope Academy (BHA) participants are being offered the chance to attend the Hope Navigator Training by Chen Hellman. We imagine these new navigators will become resources to their coworkers and clients, planting accidental seeds of Hope.
- Potential pilot projects:
 - Organize DRS Hope Navigators into a ‘think tank’ to identify and develop possible pathways to infusing Hope at DRS. Recommendations could help establish more hope filled approaches to current processes.
 - Place Hope Benches in each navigator’s home field office or school. Navigators will serve as a resource for spreading and facilitating Hope at the grass roots level. This was one of the BHA Shark Tank presentations.
 - Develop a short welcome video for clients. This will be used as a brief introduction to DRS and how Hope can be a vehicle for their success.
 - Organize a ‘Pathways to Hope Conference’ in 2026. Planning group could include Hope Navigators as presented at the BHA Shark Tank.

Knowing Hope can be taught, DRS continues to develop our own unique approach to growing Hope among clients and staff. By establishing a deeper understanding and knowledge throughout the agency, Hope can become a relevant and beneficial part of our agency goals and processes. We believe “that our future will be better and brighter than our past, and we have a role to play in making it better.”

***Respectfully submitted by
Melinda Freundt, Executive Director***



Oklahoma Rehabilitation Council Report

Oklahoma Rehabilitation Council (ORC) Report

Since the last report, ORC has had its Quarterly Meeting on May 16, 2024.

Executive Committee

The Executive Committee met on June 20, 2024, via Zoom.

The Committee reviewed the Strategic Plan, and all the activities and objectives are ongoing.

The DRS Executive Team shared with the Committee about the opening of Priority Group II and the budget increase for the next year.

Regarding the Council appointments, there is one vacant position, which is the Workforce Board representative. The ORC Program Manager (PM) will continue to follow up with the Director of Appointments to discuss the appointment.

There are two positions that will be up for reappointment this September:

- Lucia Frohling, Advocacy Group
- Lynn Dunn, Statewide Independent Living Council (SILC)

Program and Planning (P&P) Committee

The P&P Committee met on June 27, 2024, via Zoom.

The Committee reviewed the Strategic Plan, and all the activities and objectives are ongoing and on target to be met by September 30.

The Committee reviewed the draft of the Customer Satisfaction Survey for DRS, which will be sent out to clients in the fall.

Policy and Legislative (P&L) Committee

The P&L Committee met on June 20, 2024, via Zoom.

The Committee reviewed the Strategic Plan, and all the objectives and activities have been met for FFY24.

The Committee continues to promote the ORC Legislative Primer, which includes valuable information about DRS impact and services. The digital version can be found on [ORC's website](#).

Transition Committee

The Transition Committee met on June 27, 2024, via Zoom.

The Committee continues to promote increased student and family involvement in transition planning during FFY24 and plans to support the DRS Transition Unit's fantastic job throughout the State.

Julie Lackey is coordinating to have one of the Inclusive Post Secondary Education (IPSE) students at the August Quarterly meeting to share their story with the Council.

Several of the Committee Members and the ORC Program Manager (PM) participated in the Resource Mapping for the Oklahoma Pathways to Partnership Grant on June 13 and 14.

Lori Chesnut, Donna Lewis, and the ORC PM visited the Oklahoma for Independent Living Center in McAlester on June 18 and learned more about this Center's programs and the services they provide the students and the community.

Employment Committee

The Employment Committee met on June 20, 2024, via Zoom.

The Committee supports and collaborates with DRS's Business Services Program (BSP) by assisting them in their activities.

This Committee has four new members, so this meeting was focused on meeting the new members, sharing the mission of the Committee, and the Strategic Plan. Some of the current objectives and activities will be continued in FFY25.

The next ORC Quarterly Meeting will be on Thursday, August 15, at the ODOT Training facility at 5307 NE 122nd St., Oklahoma City, OK 73013, at 9:30 am.

The FFY25 Strategic Planning meeting will be on Thursday, September 5, at the ODOT Training facility at 5307 NE 122nd St., Oklahoma City, OK 73013.

***Respectfully submitted by
Carolina Colclasure, ORC Program Manager***



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

Agency Summary						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	96,935,137.00	51.8%	82,980,393.30	85.6%	12,220,515.67	98.2%
Travel	1,389,950.00	0.7%	1,158,584.16	83.4%	26,194.16	85.2%
General Operating	31,330,592.00	16.7%	14,887,165.39	47.5%	8,754,225.17	75.5%
Office Furniture & Equipment	1,734,414.50	0.9%	796,788.30	45.9%	192,122.78	57.0%
Client / General Assistance	44,608,278.00	23.8%	25,904,903.20	58.1%	15,197,114.51	92.1%
Indirect Cost	11,283,354.00	6.0%	10,016,917.85	88.8%	1,266,436.15	100.0%
Total	187,281,725.50	100.0%	135,744,752.20	72.5%	37,656,608.44	92.6%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

All Programs						
Vocational Rehabilitation and Services for the Blind & Visually Impaired						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	30,477,753.00	36.6%	24,705,680.31	81.1%	5,334,550.66	98.6%
Travel	957,950.00	1.2%	875,369.66	91.4%	664.56	91.4%
General Operating	10,127,731.00	12.2%	6,737,347.58	66.5%	2,922,610.55	95.4%
Office Furniture & Equipment	736,508.00	0.9%	417,101.47	56.6%	108,917.61	71.4%
Client / General Assistance	36,379,278.00	43.7%	18,635,869.28	51.2%	14,577,565.62	91.3%
Indirect Cost	4,483,799.00	5.4%	3,817,604.97	85.1%	666,194.03	100.0%
Total	83,163,019.00	100.0%	55,188,973.27	66.4%	23,610,503.03	94.8%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	27,758,218.00	35.5%	22,237,970.94	80.1%	5,098,898.46	98.5%
Travel	939,000.00	1.2%	853,371.95	90.9%	664.56	91.0%
General Operating	9,188,446.00	11.7%	6,300,587.79	68.6%	2,533,925.98	96.1%
Office Furniture & Equipment	543,960.00	0.7%	245,083.00	45.1%	108,817.62	65.1%
Client / General Assistance	35,655,667.00	45.6%	18,238,146.83	51.2%	14,384,236.66	91.5%
Indirect Cost	4,160,619.00	5.3%	3,524,445.37	84.7%	636,173.63	100.0%
Total	78,245,910.00	100.0%	51,399,605.88	65.7%	22,762,716.91	94.8%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,437,421.00	71.6%	7,177,444.13	96.5%	7,188.99	96.6%
Travel	107,000.00	1.0%	69,491.60	64.9%	0.00	64.9%
General Operating	1,694,187.00	16.3%	1,100,323.68	64.9%	490,771.04	93.9%
Office Furniture & Equipment	285,127.00	2.7%	242,829.58	85.2%	9,389.03	88.5%
Client / General Assistance	76,000.00	0.7%	37,694.96	49.6%	0.00	49.6%
Indirect Cost	784,440.00	7.6%	769,878.71	98.1%	14,561.29	100.0%
Total	10,384,175.00	100.0%	9,397,662.66	90.5%	521,910.35	95.5%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

All Programs Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,200,943.00	38.4%	7,604,141.14	82.6%	847,085.00	91.9%
Travel	154,500.00	0.6%	119,793.28	77.5%	1,239.60	78.3%
General Operating	12,342,219.00	51.6%	1,948,528.90	15.8%	3,729,752.59	46.0%
Office Furniture & Equipment	630,568.50	2.6%	104,821.52	16.6%	73,816.14	28.3%
Client / General Assistance	603,000.00	2.5%	185,330.85	30.7%	115,557.00	49.9%
Indirect Cost	1,007,110.00	4.2%	915,026.86	90.9%	92,083.14	100.0%
Total	23,938,340.50	100.0%	10,877,642.55	45.4%	4,859,533.47	65.7%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

All Programs						
Disability Determination Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	41,243,263.00	71.0%	35,964,248.57	87.2%	5,084,393.72	99.5%
Travel	94,300.00	0.2%	38,223.99	40.5%	24,290.00	66.3%
General Operating	4,177,654.00	7.2%	3,115,238.18	74.6%	918,477.46	96.6%
Office Furniture & Equipment	34,213.00	0.1%	2,400.62	7.0%	0.00	7.0%
Client / General Assistance	7,550,000.00	13.0%	7,046,008.11	93.3%	503,991.89	100.0%
Indirect Cost	5,000,570.00	8.6%	4,508,679.46	90.2%	491,890.54	100.0%
Total	58,100,000.00	100.0%	50,674,798.93	87.2%	7,023,043.61	99.3%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

All Programs DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	8,575,757.00	73.3%	7,528,879.15	87.8%	947,297.30	98.8%
Travel	76,200.00	0.7%	55,705.63	73.1%	0.00	73.1%
General Operating	2,988,801.00	25.6%	1,985,727.05	66.4%	692,613.53	89.6%
Office Furniture & Equipment	47,998.00	0.4%	29,635.11	61.7%	0.00	61.7%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	7,435.00	0.1%	5,727.85	77.0%	1,707.15	100.0%
Total	11,696,191.00	100.0%	9,605,674.79	82.1%	1,641,617.98	96.2%

Department of Rehabilitation Services Financial Status Report FY 24

As of June 30, 2024

Personnel

Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

Travel

Travel - Agency Direct

Travel - Reimbursements

General Operating

AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

Inter/Intre Agency Payment for Personal Services

Maintenance & Repair

Miscellaneous Administration Fee

Professional Services

Production, Safety, Security

Refunds, Indemnities, Restitution

Rent Expense

Scholarships, Tuition and Other Incentive-Type Payments

Shop Expense

Specialized Supplies & Materials

Office Furniture & Equipment

Library Equipment & Resources

Office Furniture & Equipment

Client / General Assistance

Social Service and Assistance Payments

Indirect Cost

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES

EXECUTIVE SUMMARY

ISSUE:

Review of the FY 2026 Budget Request

BACKGROUND:

The DRS Director and Chief Financial Officer have reviewed funding change requests and justifications for the FY 2026 Budget Request.

STAFF RECOMMENDATION:

Staff requests Commission review and recommendations for the FY 2026 Budget Request

BUDGET IMPACT:

FY 2026 Operations Funding Changes

Description	State	Federal	Total	FTE
DVR/DSBVI	\$1,400,000	\$2,434,897	\$3,834,897	0.0
OSB	\$309,000	\$0	\$309,000	0.0
OSD	\$403,000	\$0	\$403,000	0.0
OLBPH	\$150,000	\$0	\$150,000	0.0
TOTAL	\$2,262,000	\$2,434,897	\$4,696,897	0.0

Department of Rehabilitation Services

FY 2026 Budget Request						
Agency Priority	Program	Funding Purpose	State Appropriated Funding	Federal Funding	Total Funding	Requested FTE
1	DVR / DSBVI	Maintain necessary state match and maintenance of effort funding associated with Title I federal funds	\$1,400,000	\$2,434,897	\$3,834,897	0.0
2	OSB	Annual maintenance request	\$309,000	\$0	\$309,000	0.0
2	OSD	Annual maintenance request	\$403,000	\$0	\$403,000	0.0
3	OLBPH	Purchase equipment and textbooks for the Accessible Instructional Materials (AIM) Center	\$150,000	\$0	\$150,000	0.0
Total FY 2026 Budget Request			\$2,262,000	\$2,434,897	\$4,696,897	\$0

FY 2026 Operations Funding Change Requests

Agency Priority:	1
Program Description:	Vocational Rehabilitation and Services for the Blind and Visually Impaired
Requested FTE:	0.0
State Appropriations:	\$1,400,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Maintain Necessary State Match and Maintenance of Effort Funding Associated with Title I Federal Funds

Increased funding maximizes services to Oklahomans with disabilities, enhancing their opportunity to become self-sufficient through employment and becoming independent in their homes and communities. This means more Oklahomans can terminate their dependence on state and federal programs and move towards becoming taxpayers. This funding increase will positively impact the stability of the Oklahoma economy. The ratio of funding available is \$4 federal dollars to every \$1 dollar of state matching funds. Funding this request will allow DRS to fully match all the federal funds available to the State of Oklahoma and keeps DRS in a position to put Oklahomans with disabilities to work each year.

The Legislature has worked to restore funding for Oklahoma to meet the match of federal funds allocated to the State. The Vocational Rehabilitation Grant is a formula grant and is subject to annual economic growth. The SFY-2026 appropriation increase requested is \$1,400,000 to meet the match requirements. Oklahoma will avoid a Maintenance of Effort penalty for FY-25 as spending levels will be above the FY-23 determining threshold. The requested match increase will allow DRS to fund all obligations associated with the Vocational Rehabilitation Federal Grants awarded to the State of Oklahoma. Not providing this funding will cause the State of Oklahoma to forfeit federal funds and severely reduce the services available to disabled Oklahomans that want to return to work.

DRS continues to work with other state agencies to coordinate services to common participants and to improve efficiencies. The Agency is an active participant in the Oklahoma Workforce System as well as the Governor's Council on Workforce. The workforce and Opportunity Improvement Act, the guiding federal regulation for the VR program, requires DRS to participate with 19 different programs across the State to better prepare individuals for successful employment outcomes. Providing this necessary funding would allow for the full access to available funds to continue to serve the existing clients and expand services to better reach underserved populations.

Agency Priority:	2
Program Description:	Oklahoma School for the Blind
Requested FTE:	0.0
State Appropriations:	\$309,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Annual Maintenance Request

The Oklahoma School for the Blind in Muskogee provides effective education options for children with all levels of blindness or visual impairments. The goals of the school are to provide an environment that maximizes the learning opportunities for children with disabilities, certify their learning in accordance with State standards and provide a solid foundation of knowledge that the students can lean on well into adulthood. OSB also serves as a resource center to complement to the spectrum of services provided within common education for the State of Oklahoma. Communication and literacy are the two most crucial components for learning. OSB is able to tailor the education to the needs of the student. Students learn to be literate through braille and experience different levels of communication technology that establish a strong foundation for a lifetime of learning. OSB is 100% state appropriated. They do not receive funding from local ad valorem taxes or the State Department of Education funding formula.

The school received the teacher pay raise that was offered during SFY-2024. The schools also received the requested CPI adjustment for SFY-2024 and SFY-2025. CPI maintenance funding allows for operating budgets to keep up with fiscal requirements of providing a safe and healthy learning environment. The CPI request allows for incremental economic adjustments to the school's funding that would not otherwise be available.

The Covid-19 pandemic continues to put additional stressors on the staff and students to adapt and continue a productive learning environment.

As a residential facility, OSB has the same budgetary challenges as all the other local school districts in regard to the rising cost of food, fuel and utilities, but with the additional challenge of operating a residential facility. The Oklahoma Constitution mandates that the State provide for and support the School for the Blind. A maintenance appropriation adjustment based on this most recent increase of 3.4% would result in an increase of \$309,000 dollar budget request for the School for the Blind. This would allow for economic adjustments to the school's funding that are not otherwise available.

Agency Priority:	2
Program Description:	Oklahoma School for the Deaf
Requested FTE:	0.0
State Appropriations:	\$403,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Annual Maintenance Request

The Oklahoma School for the Deaf in Sulphur provides effective education options for children with all levels of deaf or hard of hearing impairments. The goals of the school are to provide an environment that maximizes the learning opportunities for children with disabilities, certify their learning in accordance with State standards and provide a solid foundation of knowledge that the students can lean on well into adulthood. OSD also serves as a resource center to complement to the spectrum of services provided within common education for the State of Oklahoma. Communication and literacy are the two most crucial components for learning. OSD is able to tailor the education to the needs of the student. Students learn and communicate using sign language and experience different levels of communication technology that establish a strong foundation for a lifetime of learning. OSD is 100% state appropriated. They do not receive funding from local ad valorem taxes or the State Department of Education funding formula.

The school received the teacher pay raise that was offered during SFY-2024. The schools also received the requested CPI adjustment for SFY-2024 and SFY-2025. CPI maintenance funding allows for operating budgets to keep up with fiscal requirements of providing a safe and healthy learning environment. The CPI request allows for incremental economic adjustments to the school's funding that would not otherwise be available.

The Covid-19 pandemic continues to put additional stressors on the staff and students to adapt and continue a productive learning environment.

As a residential facility, OSD has the same budgetary challenges as all the other local school districts in regard to the rising cost of food, fuel and utilities, but with the additional challenge of operating a residential facility. The Oklahoma Constitution mandates that the State provide for and support the School for the Deaf. A maintenance appropriation adjustment based on this most recent increase of 3.4% would result in an increase of \$403,000 dollar budget request for the School for the Deaf. This would allow for economic adjustments to the school's funding that are not otherwise available.

Agency Priority:	3
Program Description:	Oklahoma Library for the Blind and Physically Handicapped
Requested FTE:	0.0
State Appropriations:	\$150,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Purchase Equipment and Textbooks for the Accessible Instructional Materials (AIM) Center

The Accessible Instructional Materials (AIM) Center, as part of the Oklahoma Library for the Blind and Physically Handicapped, serves children in Pre-K through 12th grade who attend public and private schools in Oklahoma, as well as children in early childhood from birth to 3 years. Braille and large print textbooks, instructional materials and specialized educational aids are provided to children who are blind or visually impaired, have a physical disability or a medically diagnosed learning disability that makes it difficult to use regular print. The AIM Center serves a little over one thousand children each year, with approximately 90% of those being students Pre-K through 12th grade. Each student is as unique as are their needs for accessible materials. The goal is to provide sufficient equipment and textbooks for them to be at the same starting point as their sighted peers.

OLBPH is an Ex Officio Trustee of the Federal Quota Program which is administered overall through the American Printing House for the Blind, distributing textbooks and aids to eligible students in Oklahoma based on available federal quota funds. However, not all students qualify, and of those who do, Federal Quota funds cannot provide adequate resources. The AIM Center's SFY-2024 budget included \$150,000 appropriations and \$50,000 reimbursement from the State Department of Education; however, reimbursement from SDE was discontinued for SFY-2025. The AIM Center needs additional funding of \$150,000 to cover increased costs of accessible educational materials and technology and to provide continued service meeting the needs of Oklahoma's children and students across all the school districts of Oklahoma.



Vocational Rehabilitation Services Report

Oklahoma Rehabilitation Council

Report by Mark Kinnison, VR Division Administrator
August 2024

- As of August 2, 2024, our employment programs have taken 3,631 applications, developed 2,749 plans of employment, and closed 751 cases in successful employment.
- Wages on successfully closed cases are averaging \$16.85 an hour.
- As of August 2, 2024, there are 10 vacant counselor positions.
- Meetings have been held with our change teams groups—these consist of Process Improvement, Recruitment & Retention, and Organizational & Cultural Change.
- The Division Administrator recently attended the national conference for Association of People Supporting Employment First.
- Regular meetings continue with Developmental Disability Services to find common ground in serving clients of both agencies. Recently, discussion has been held around the topic of braiding of services.
- The Division Administrator has attended Impact meetings in Tulsa and Enid. These meetings are hosted by our Business Services Team. In attendance are WIOA partners, employers and VR employees.
- The Division Administrator has had monthly meetings with Director Freundt. The intent is to keep our director informed of monthly VR operations and activities.
- The DRS performance team continues to meet consistently and is looking at the possibility of releasing clients off the Priority Group 3 waitlist.
- The Division Administrators and Director Freundt recently welcomed new employees at our New Employee Academy.
- The Division Administrator held a webinar in May for all VR employees. The purpose of these webinars is to keep VR employees up to date on various topics, such as production, RSA, national trends, and anything regarding our work.
- Biweekly meetings continue to be held with VR Field Coordinators, Transition Coordinator, and Business Coordinator.

- VR staff continue to be active in Oklahoma Tribal VR meetings. Tribal VR employees are also participants in the DRS New Employee Academy.
- DRS staff have met representatives from Set-Works and Alliance. Employment Support Services staff are working on a possible proposal to implement a portal to assist VR staff and Community Rehabilitation Providers in streamlining case management processes.
- The Division Administrator, along with key staff, is participating in policy revision meetings that are coordinated by Tonya Garmin.
- The Division Administrator recently held a Programs Manager/Field Coordinator meeting. Topics included performance, vehicle use, business services, transition, vacancies, and additional positions.
- The Division Administrator attended Beyond Hope academy presentations.
- Long time employee and Programs Manager Robbin Rogers retired. He served our clients well and managed our unit in NE Oklahoma consisting of offices in Miami, Claremore, and Bartlesville.
- Kristi Hutton has been selected as the new Programs Manager for the NE Oklahoma area.
- The Division Administrator, along with Randy Weaver, Grant Moak, Terri Murphy, and Juliette Hulen, has attended meetings with Service Oklahoma with the intent of streamlining processes to provide specialized driver training throughout the state.
- The Division Administrator recently participated in the Executive Team retreat.
- DRS employees have been instrumental in the revamping of the Oklahoma Rehabilitation Association. A recent membership drive was held with a focus on ethics.
- Business Services reports that 120 services were offered to employers last month; these services included recruitment assistance, community events, consultation, and training on disabilities.
- Lora Williams has been hired as the Business Services Liaison for the southern area of the state.
- Jason Price reports that our reimbursement total on cases in which DRS assisted individuals in going off of disability benefits this year is \$2,843,186.98, with 199 people off of benefits.

Portal Update

During July, there were 108 total on-line self-referrals of which a total of twelve (12) have followed through with an application. Thirteen (13) have been closed either because they already had a case, already had a referral, or, after discussion with a counselor decided not to apply. Thirty-three (33) of these referrals are pending assignment to a caseload and fifty (50) are active referrals assigned to a counselor.

Priority Group Update

As of August 2, 2024, Priority Groups 1 and 2 are open. There are 257 clients on the Priority Group 3 waitlist.

It's an honor to work with our VR staff, I'm proud of our efforts.

Respectfully submitted,

Mark Kinnison, M.Ed., CRC, LPC-S



Human Resources Report

PERSONNEL ACTIVITY REPORT AS OF JUNE 30, 2024

FILLED AND VACANT POSITIONS

Personnel Activity = 10 vacant positions filled / 80 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
DDS	IS Data Management Analyst / P106163	NEW PIN	DDS	05/06/2024	05/10/2024	24-082	Daniel Wilson	06/03/2024
		08/30/2023						
		12/01/2021						
		06/11/2023						
		03/01/2023						
		03/01/2024						
		04/03/2024						
		06/21/2023						
		05/29/2021						
		09/25/2021						
		02/17/2023						
		08/24/2021						
	Disability Determination Specialist / 0019,	04/09/2021						
	0068, 0110, 0179, 0373, 0406, 0493,	04/01/2022						
	0566, 0584, 0628, 1269, 1274, 1278,	03/24/2021						
DDS	1281, 1306	09/14/2021	DDS	05/28/2024	Continuous	24-096	Currently Open	
DDS	Administrative Programs Officer / 1163	09/20/2023	DDS	05/29/2024	06/10/2024	24-099	Currently Open	
FSD	Accountant / 0096	07/14/2018	FSD	05/31/2024	06/19/2024	24-098	Currently Open	
FSD	Budget Analyst / 0983	04/13/2022	FSD	03/29/2024	Continuous	24-077	Cheryl Cupps	06/01/2024
FSD	Accountant / 1063	08/31/2023	FSD	02/09/2024	02/29/2024	24-060	In Selection Process	
MSD	Materiel Management Officer / 1060	11/20/2021	MSD	05/28/2024	06/03/2024	24-100	In Selection Process	
OSB	Teacher / 0212	08/01/2024	OSB	05/17/2024	06/06/2024	24-092	Currently Open	
OSB	Direct Care Specialist / 0053	12/01/2012	OSB	05/15/2024	06/04/2024	24-093	Currently Open	
OSB	LPN / 0420, 0017	05/31/2024	OSB	04/10/2024	Continuous	24-081	Peyton Skates	06/02/2024
OSB	Teacher (K-12 Physical Ed) / 0425	07/31/2024	OSB	03/29/2024	Continuous	24-073	Currently Open	
OSB	School Transition Coordinator / 1089	07/31/2024	OSB	03/26/2024	04/01/2024	24-067	Currently Open	
OSB	Transportation Officer/Student Aide / 1084	01/08/2024	OSB	02/09/2024	Continuous	24-061	Currently Open	

OSB	Principal / 0537	08/01/2024	OSB	02/29/2024	Continuous	24-065	Currently Open	
		02/29/2024						
OSB	Direct Care Specialist / 0610, 0378	04/01/2024	OSB	01/17/2024	Continuous	24-057	Currently Open	
OSB	School Psychologist, 2045 / 0463	07/31/2023	OSB	10/26/2023	Continuous	23-095	Currently Open	
OSD	Transportation Officer/Student Aide / 0460	09/01/2022	OSD	06/28/2024	Continuous	24-103	Currently Open	
OSD	Outreach Consultant / 1490	07/31/2024	OSD	06/11/2024	Continuous	24-104	Currently Open	
OSD	Early Development Specialist / 1499	07/31/2024	OSD	06/07/2024	Continuous	24-105	Currently Open	
OSD	Teacher (Vocational) / 0448	08/01/2010	OSD	06/28/2024	Continuous	24-107	Currently Open	
	Dir of Family and Early Childhood Services / 1494	05/10/2024	OSD	05/08/2024	Continuous	24-084	Currently Open	
OSD	Assistant Principal / 0070	12/31/2022	OSD	05/15/2024	Continuous	24-085	Currently Open	
OSD	Adjunct Teacher / P106119	NEW PIN	OSD	05/01/2024	05/07/2024	24-086	Savannah Hester	06/01/2024
OSD	Food Service Specialist / 0663	04/23/2024	OSD	05/03/2024	Continuous	24-089	Currently Open	
OSD	Outreach Consultant / P104583	07/31/2024	OSD	05/21/2024	Continuous	24-095	Currently Open	
			OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open	
OSD	Teacher / 0635	07/31/2024						
OSD	Construction/Maintenance Technician / 0245	02/01/2024	OSD	03/11/2024	Continuous	24-068	Currently Open	
OSD	Food Service Specialist / 0655	07/01/2024						
OSD	Teaching Assistant / 0648	11/01/2023	OSD	01/11/2024	Continuous	24-038	Currently Open	
OSD	Housekeeping/Custodial Worker / 0542	01/09/2024	OSD	01/17/2024	Continuous	24-058	Currently Open	
	Director of Outreach and Accessibilities, 4966 / P104791	New PIN	OSD	08/07/2023	Continuous	24-017	Currently Open	
OSD	Teacher, 2083 / 0050	07/31/2023	OSD	08/16/2023	Continuous	24-022	Currently Open	
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open	
OSD	Principal, 1854 / 0081	02/01/2010	OSD	09/06/2023	Continuous	23-082	Currently Open	
		01/01/2024						
OSD	Direct Care Specialist / 0620, 0642, 0803	03/10/2024	OSD	10/24/2023	Continuous	23-032	Currently Open	
		03/07/2024						
		07/31/2023						
		04/30/2020						
OSD	Teacher, 2083 / 0022, 0569, 0890, 0871	08/01/2021	OSD	10/04/2023	Continuous	23-079	Currently Open	
		08/01/2024						
VR	Vocational Rehabilitation Specialist / 0909	03/15/2024	VR38 – Okmulgee	06/07/2024	Continuous	24-106	Currently Open	
VR	Programs Manager / 0848	07/01/2024	TBD	05/02/2024	Continuous	24-088	Kristi Hutton	06/01/2024
			VR05 – Weatherford	05/21/2024	Continuous	24-094	Currently Open	

VR	Rehabilitation Technician / 0545	06/01/2024	VR86 – Ada	05/30/2024	Continuous	24-079	Currently Open
VR	Vocational Rehabilitation Specialist / 0671	06/01/2024	VR77 – Miami	05/30/2024	Continuous	24-101	Currently Open
VR	Behavioral Health Clinician / 0034	04/30/2023	VR23 – OKC	04/10/2024	Continuous	24-080	Currently Open
VR	Vocational Rehabilitation Specialist / 0512	07/31/2022	TBD	04/17/2024	Continuous	24-087	Currently Open
VR	Vocational Rehabilitation Specialist / 0044	02/28/2024	VR67 – Tulsa	03/21/2024	Continuous	24-074	Currently Open
VR	Rehabilitation Technician / 0087	02/05/2024	VR45 – Tulsa	02/07/2024	Continuous	24-062	Currently Open
VR	Vocational Rehabilitation Specialist / 0821	02/11/2024	VR13 – McAlester	02/12/2024	Continuous	24-064	Currently Open
VR	Job Placement Specialist / 0925	05/31/2023	VR47 – OKC	12/04/2023	12/18/2023	24-046	In Selection Process
VR	Vocational Rehabilitation Specialist / 0659	02/28/2023	VR38 – Okmulgee	12/19/2023	Continuous	24-048	Currently Open
VR	Rehabilitation Technician / 0577	08/07/2023	VR63 – Alva	09/22/2023	Continuous	24-032	David Ellis 06/03/2024
VR	Vocational Rehabilitation Specialist / 1190	06/09/2023	VR08 – Enid	06/05/2023	Continuous	23-096	Currently Open
VR	Programs Field Representative / 1195	11/21/2022	TBD	09/13/2023	Continuous	23-098	Currently Open
VR	Behavioral Health Clinician / 0467	04/14/2023	VR23 – OKC	10/27/2023	Continuous	23-083	Currently Open
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	01/24/2024	Continuous	23-038	Currently Open
VR	Vocational Rehabilitation Specialist / 0776	07/15/2022	VR86 – Ada	10/17/2023	Continuous	23-021	Melinda Frazer 06/01/2024
VR	Vocational Rehabilitation Specialist / 0073	06/20/2022	VR13 – McAlester	09/26/2023	Continuous	23-003	Currently Open
VR	Vocational Rehabilitation Specialist / 0904	06/17/2022	VR80 – Tulsa	07/20/2022	Continuous	23-008	Currently Open
VR	Vocational Rehabilitation Specialist / 0793	07/26/2022	VR05 – Weatherford	03/19/2024	Continuous	22-105	Currently Open
VR	Vocational Rehabilitation Specialist / 0752, 0955	11/01/2021 10/31/2022	VR80 – Tulsa	11/03/2022	Continuous	23-037	Currently Open
VR	Vocational Rehabilitation Specialist / 0567	09/01/2020	VR67 – Tulsa	12/22/2020	Continuous	21-028.1	Currently Open
VR	Vocational Rehabilitation Specialist / 0627	07/08/2020	VR18 – Muskogee	08/18/2021	Continuous	21-007.2	Currently Open
SBVI	Vending Facility Business Consultant / 0134, 0003	03/19/2024 06/30/2023	SBV33 – OKC	05/01/2024	Continuous	24-090	Currently Open
SBVI	Job Placement Specialist / 0097	02/01/2023	SBVI64 – Tulsa	05/07/2024	Continuous	24-091	Currently Open

SBVI	Rehabilitation of the Blind Specialist / 0679	04/01/2024	SBVI90 – OKC	03/20/2024	Continuous	24-072	Currently Open	
SBVI	Assistive Technology Trainer / 0654	01/03/2023	TBD	03/25/2024	Continuous	24-075	Currently Open	
SBVI	Rehabilitation Technician / 0760	04/15/2024	SBVI90 – OKC	03/29/2024	Continuous	24-079	Kathy Christian	06/03/2024
SBVI	Vocational Rehabilitation Specialist / 0094	05/08/2023	SBVI59 – Enid	10/10/2023	Continuous	23-084	Rachel Morgan	06/11/2024
SBVI	Vocational Rehabilitation Specialist / 0669	05/29/2021	SBVI 69 – Weatherford	10/09/2023	Continuous	21-080.5	Stephanie Herren	06/03/2024

DISCHARGES/RESIGNATIONS/RETIREMENTS = 7

As of June 30, 2024

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 1

1 = 17 years 8 months

Retirement = 1

1 = 44 years 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

Resignation = 1

1 = 5 months

Discharge = 1

1 = 12 years

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 1

1 = 1 year

Retirement = 1

1 = 31 years

DISABILITY DETERMINATION SERVICES

Retirement = 1

1 = 35 years

CURRENT FTE STATUS FY 2024

FTE as of June 30, 2024

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	77.8	72.00	3.00	0.00	75.00
Vocational Rehabilitation	229.0	199.00	22.00	(1.00)	220.00
Services for the Blind and Visually Impaired VR/SBVI-DP	108.0	98.00	5.00	(2.00)	101.00
Oklahoma School for the Blind	3.00	3.00	0.00	0.00	3.00
Oklahoma School for the Deaf	100.0	96.00	10.00	0.00	106.00
	129.0	110.00	24.00	(1.00)	133.00
Total (NON-EXEMPT)	646.8	578.00	64.00	(4.00)	638.00
Disability Determination Services (EXEMPT)	350.0	319.00	16.00	(319.00)	335.00
TOTAL NON-EXEMPT & EXEMPT	996.8	897.00	80.00	(323.00)	973.00

FY 24 Budgetary Limit = 1255

*** Authorized agency FTE limit does not include Executive Fellow and SWIP appointments**

ROUTING TO: Melinda Fruendt, Director
 Kevin Statham, Chief Financial Officer
 Randy Weaver, Chief of Operations
 Tom Patt, Human Resources Program Director
 Dana Tallon, Public Information Manager II
 Kathleen Arrieta, Executive Assistant
 Brett Jones, Public Information Officer III

PERSONNEL ACTIVITY REPORT AS OF JULY 31, 2024

FILLED AND VACANT POSITIONS

Personnel Activity = 6 vacant positions filled / 95 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
EXEC	Information Systems Applications Specialist / P106444	NEW PIN	Exec	07/16/2024	07/22/2024	25-009	In Selection Process	
		08/30/2023						
		12/01/2021						
		06/11/2023						
		03/01/2023						
		03/01/2024						
		04/03/2024						
		06/21/2023						
		05/29/2021						
		09/25/2021						
		02/17/2023						
		08/24/2021						
DDS	Disability Determination Specialist / 0019, 0068, 0110, 0179, 0373, 0406, 0493, 0566, 0584, 0628, 1269, 1274, 1278, 1281, 1306	04/09/2021						
		04/01/2022						
		03/24/2021						
DDS		09/14/2021	DDS	05/28/2024	Continuous	24-096	Currently Open	
DDS	Administrative Programs Officer / 1163	09/20/2023	DDS	05/29/2024	06/10/2024	24-099	Currently Open	
FSD	Accountant / 0713	11/01/2019	FSD	07/26/2024	08/01/2024	25-013	In Selection Process	
FSD	Accountant / 0096	07/14/2018	FSD	05/31/2024	06/19/2024	24-098	Currently Open	
FSD	Accountant / 1063	08/31/2023	FSD	02/09/2024	02/29/2024	24-060	In Selection Process	
MSD	Contracting & Acquisitions Agent / 0856	02/29/2024	MSD	07/31/2024	08/19/2024	25-019	Currently Open	
MSD	Administrative Programs Officer / 1013	08/01/2023	MSD	07/18/2024	07/24/2024	25-010	In Selection Process	
MSD	Materiel Management Officer / 1060	11/20/2021	MSD	05/28/2024	06/03/2024	24-100	Jacob Muse	07/08/2024
OSB	Recreational Activities Specialist / 0419	04/10/2024	OSB	07/15/2024	Continuous	25-008	Currently Open	
OSB	Teacher / 0212	08/01/2024	OSB	05/17/2024	06/06/2024	24-092	Currently Open	
OSB	Direct Care Specialist / 0053	12/01/2012	OSB	05/15/2024	06/04/2024	24-093	Currently Open	

OSB	LPN / 0017	07/31/2024	OSB	04/10/2024	Continuous	24-081	Currently Open
OSB	Teacher (K-12 Physical Ed) / 0425	07/31/2024	OSB	03/29/2024	Continuous	24-073	Canceled
OSB	School Transition Coordinator / 1089	07/31/2024	OSB	03/26/2024	04/01/2024	24-067	Currently Open
OSB	Transportation Officer/Student Aide / 1084	01/08/2024	OSB	02/09/2024	Continuous	24-061	Currently Open
OSB	Principal / 0537	08/01/2024	OSB	02/29/2024	Continuous	24-065	Brent Pearce 07/01/2024
		02/29/2024					
		04/01/2024					
OSB	Direct Care Specialist / 0610, 0378, 0638, 0552	05/22/2024	OSB	01/17/2024	Continuous	24-057	Currently Open
OSB	School Psychologist, 2045 / 0463	07/31/2023	OSB	10/26/2023	Continuous	23-095	Currently Open
OSD	Fire Prevention & Security Officer / 0733	07/31/2024	OSD	07/26/2024	Continuous	25-015	Currently Open
OSD	School Counselor / 1488	10/06/2022	OSD	07/15/2024	Continuous	25-007	Currently Open
OSD	Office Technology Specialist / P106390	NEW PIN	OSD	07/10/2024	Continuous	25-003	Currently Open
OSD	Administrative Assistant / 0304	02/01/2022	OSD	07/02/2024	07/09/2024	25-001	In Selection Process
OSD	Administrative Assistant / 0088	04/25/2024	OSD	07/01/2024	Continuous	25-002	Currently Open
OSD	Teaching Assistant / P106372	NEW PIN	OSD	07/01/2024	Continuous	25-004	Currently Open
OSD	Transportation Officer/Student Aide / 0460	09/01/2022	OSD	06/28/2024	Continuous	24-103	Currently Open
OSD	Outreach Consultant / 1490	07/31/2024	OSD	06/11/2024	Continuous	24-104	Currently Open
OSD	Early Development Specialist / 1499	07/31/2024	OSD	06/07/2024	Continuous	24-105	Currently Open
OSD	Teacher (Vocational) / 0448	08/01/2010	OSD	06/28/2024	Continuous	24-107	Currently Open
OSD	Dir of Family and Early Childhood Services / 1494	05/10/2024	OSD	05/08/2024	Continuous	24-084	Currently Open
OSD	Assistant Principal / 0070	12/31/2022	OSD	05/15/2024	Continuous	24-085	Canceled
OSD	Food Service Specialist / 0663	04/23/2024	OSD	05/03/2024	Continuous	24-089	Currently Open
OSD	Outreach Consultant / P104583	07/31/2024	OSD	05/21/2024	Continuous	24-095	Currently Open
OSD	Teacher / 0635	07/31/2024	OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open
OSD	Construction/Maintenance Technician / 0245	02/01/2024	OSD	03/11/2024	Continuous	24-068	Currently Open
OSD	Food Service Specialist / 0655	07/01/2024					
OSD	Teaching Assistant / 0648	11/01/2023	OSD	01/11/2024	Continuous	24-038	Currently Open
OSD	Housekeeping/Custodial Worker / 0542	01/09/2024	OSD	01/17/2024	Continuous	24-058	Currently Open
OSD	Director of Outreach and Accessibilities, 4966 / P104791	New PIN	OSD	08/07/2023	Continuous	24-017	Currently Open
OSD	Teacher, 2083 / 0050	07/31/2023	OSD	08/16/2023	Continuous	24-022	Currently Open
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open
OSD	Principal, 1854 / 0081	02/01/2010	OSD	09/06/2023	Continuous	23-082	Canceled

OSD	Direct Care Specialist / 0620, 0642, 0803, 0746	01/01/2024 03/10/2024 03/07/2024 06/14/2024	OSD	10/24/2023	Continuous	23-032	Currently Open
OSD	Teacher, 2083 / 0022, 0569, 0890, 0871, 0400, 0413	07/31/2023 04/30/2020 08/01/2021 08/01/2024 07/31/2024 08/01/2024	OSD	10/04/2023	Continuous	23-079	Currently Open
VR	Programs Manager / 0674	07/19/2024	VR – TBD	07/31/2024	Continuous	25-014	Currently Open
VR	Vocational Rehabilitation Specialist / 0031	07/08/2024	VR – TBD	07/26/2024	Continuous	25-012	Currently Open
VR	Vocational Rehabilitation Specialist / 0714	06/28/2024	VR26 – Claremore	07/11/2024	Continuous	25-006	Currently Open
VR	Vocational Rehabilitation Specialist / 0339	02/13/2024	VR63 – Alva	07/10/2024	Continuous	25-005	Currently Open
VR	Vocational Rehabilitation Specialist / 0909	03/15/2024	VR38 – Okmulgee	06/07/2024	Continuous	24-106	Shalea Guillory 07/01/2024
VR	Rehabilitation Technician / 0708	05/01/2024	VR05 – Weatherford	05/21/2024	Continuous	24-094	Currently Open
VR	Rehabilitation Technician / 0545	06/01/2024	VR86 – Ada	05/30/2024	Continuous	24-079	Currently Open
VR	Vocational Rehabilitation Specialist / 0671	06/01/2024	VR77 – Miami	05/30/2024	Continuous	24-101	Currently Open
VR	Behavioral Health Clinician / 0034	04/30/2023	VR23 – OKC	04/10/2024	Continuous	24-080	Currently Open
VR	Vocational Rehabilitation Specialist / 0512	07/31/2022	TBD	04/17/2024	Continuous	24-087	Currently Open
VR	Vocational Rehabilitation Specialist / 0044	02/28/2024	VR67 – Tulsa	03/21/2024	Continuous	24-074	Currently Open
VR	Rehabilitation Technician / 0087	02/05/2024	VR45 – Tulsa	02/07/2024	Continuous	24-062	CeVana Borgstedt 07/08/2024
VR	Vocational Rehabilitation Specialist / 0821	02/11/2024	VR13 – McAlester	02/12/2024	Continuous	24-064	Currently Open
VR	Job Placement Specialist / 0925	05/31/2023	VR47 – OKC	12/04/2023	12/18/2023	24-046	In Selection Process
VR	Vocational Rehabilitation Specialist / 0659	02/28/2023	VR38 – Okmulgee	12/19/2023	Continuous	24-048	Fred Jones 07/08/2024
VR	Vocational Rehabilitation Specialist / 1190	06/09/2023	VR08 – Enid	06/05/2023	Continuous	23-096	Currently Open
VR	Programs Field Representative / 1195	11/21/2022	TBD	09/13/2023	Continuous	23-098	Currently Open
VR	Behavioral Health Clinician / 0467	04/14/2023	VR23 – OKC	10/27/2023	Continuous	23-083	Currently Open

VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	01/24/2024	Continuous	23-038	Currently Open
VR	Vocational Rehabilitation Specialist / 0073	06/20/2022	VR13 – McAlester	09/26/2023	Continuous	23-003	Currently Open
VR	Vocational Rehabilitation Specialist / 0904	06/17/2022	VR80 – Tulsa	07/20/2022	Continuous	23-008	Currently Open
VR	Vocational Rehabilitation Specialist / 0793	07/26/2022	VR05 – Weatherford	03/19/2024	Continuous	22-105	Lauren Buzbee 07/01/2024
VR	Vocational Rehabilitation Specialist / 0752, 0955	11/01/2021 10/31/2022	VR80 – Tulsa	11/03/2022	Continuous	23-037	Currently Open
VR	Vocational Rehabilitation Specialist / 0567	09/01/2020	VR67 – Tulsa	12/22/2020	Continuous	21-028.1	Currently Open
VR	Vocational Rehabilitation Specialist / 0627	07/08/2020	VR18 – Muskogee	08/18/2021	Continuous	21-007.2	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0709	06/30/2024	SBVI84 – McAlester	07/30/2024	Continuous	25-018	Currently Open
SBVI	Rehabilitation of the Blind Specialist / 0582	06/28/2024	SBVI91 – Tulsa	07/29/2024	Continuous	25-017	Currently Open
SBVI	Vocational Rehabilitation Specialist / 1038	10/06/2023	SBVI90 – OKC	07/26/2024	Continuous	25-016	Currently Open
SBVI	BEP Operations Coordinator / 1209	08/01/2023	SBVI33 – OKC	07/18/2024	07/24/2024	25-011	In Selection Process
SBVI	Vending Facility Business Consultant / 0134, 0003	03/19/2024 06/30/2023	SBV33 – OKC	05/01/2024	Continuous	24-090	Currently Open
SBVI	Job Placement Specialist / 0097	02/01/2023	SBVI64 – Tulsa	05/07/2024	Continuous	24-091	Currently Open
SBVI	Rehabilitation of the Blind Specialist / 0679	04/01/2024	SBVI90 – OKC	03/20/2024	Continuous	24-072	Currently Open
SBVI	Assistive Technology Trainer / 0654	01/03/2023	TBD	03/25/2024	Continuous	24-075	Currently Open

DISCHARGES/RESIGNATIONS/RETIREMENTS = 15

As of July 31, 2024

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Discharge = 1
1 = 10 months

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 2
1 = 4 years 8 months
1 = 6 years 8 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

Resignation = 1
1 = 5 months

OKLAHOMA SCHOOL FOR THE BLIND

Retirement = 4
1 = 31 years 11 months
1 = 36 years 6 months
1 = 30 years 7 months
1 = 8 years 9 months

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 7
1 = 2 months
1 = 2 years 6 months
1 = 2 years 11 months
1 = 1 year 11 months
1 = 5 years 7 months
1 = 11 months
1 = 4 years 5 months

DISABILITY DETERMINATION SERVICES

CURRENT FTE STATUS FY 2025

FTE as of July 31, 2024

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	85.3	73.00	6.00	0.00	79.00
Vocational Rehabilitation	238.0	199.00	22.00	(1.00)	220.00
Services for the Blind and Visually Impaired VR/SBVI-DP	115.0	95.00	9.00	(2.00)	102.00
Oklahoma School for the Blind	4.00	3.00	0.00	0.00	3.00
Oklahoma School for the Deaf	100.5	94.00	11.00	0.00	105.00
	134.0	109.00	31.00	(1.00)	139.00
Total (NON-EXEMPT)	676.80	573.00	79.00	(4.00)	648.00
Disability Determination Services (EXEMPT)	342.40	319.00	16.00	(319.00)	335.00
TOTAL NON-EXEMPT & EXEMPT	1019.20	892.00	95.00	(323.00)	983.00

FY 25 Budgetary Limit = 1255

*** Authorized agency FTE limit does not include Executive Fellow and SWIP appointments**

ROUTING TO: Melinda Fruendt, Director
 Kevin Statham, Chief Financial Officer
 Randy Weaver, Chief of Operations
 Tom Patt, Human Resources Program Director
 Dana Tallon, Public Information Manager II
 Kathleen Arrieta, Executive Assistant
 Brett Jones, Public Information Officer III



Success Story



Client Success story

Client Name

Larry Duffy

Hometown

Altus

Their story

A fellow singer saw potential in Larry Duffy, calling him one day to say he wanted to pick him up and give him a few tests.

Jerry Gunkle, a former vocational rehabilitation staff member, told Duffy, "Larry we need to get you into school. You have too much to offer to be working on an hourly wage basis."

Duffy, now 79, had been born with congenital cataracts, limiting his vision.

DRS' support made it possible for Duffy to earn an associate's degree in arts from Western Oklahoma State College, and a bachelor's degree in music education and a master's degree in music from Southwestern Oklahoma State University.

His first job would be at Western Oklahoma State College in Altus



Larry Duffy

where he was tasked to build a music department.

Duffy was inducted into the Western Oklahoma State College Alumni Association Hall of Fame in April 2022 and Oklahoma Higher Education Hall of Fame in November 2022.

"I've had a wonderful, wonderful career," he said. "I've had the opportunity to help a lot of students and be a part of their lives. But really, I look back at it and it was that helping hand (from DRS) that provided funding for me to go back to school."

Duffy recommends DRS to others because of the potential Gunkle saw in him and the services the agency was able to provide.

**DRS staff who helped
change a client's life**

**Services for the Blind and
Visually Impaired**



Commission Minutes

June 12, 2024

**Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services (DRS)
In-Person and Videoconferencing
Regular Commission Meeting Minutes**

June 12, 2024

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:32 a.m. by Commissioner Flannery with a quorum present.

PRESENT

Theresa Flannery, Commission Vice-Chair
Dr. Janet Barresi, Commission Member
Kelsey Lee, Commission Member

STATEMENT OF COMPLIANCE

Commission Assistant Kathleen Arrieta confirmed the Commission for Rehabilitation Services follows the Open Meetings Act.

PRESENTATION OF LONGEVITY CERTIFICATES

Theresa Flannery, Acting Chair

The Commission presented longevity awards to the following staff:

- Lisa Smith, Rehabilitation Technician, 30 years in Vocational Rehabilitation
- Pari Mohan, a Rehabilitation Counselor, 25 years in Vocational Rehabilitation

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

Director Fruendt presented a Certificate of Appreciation to Dana Tallon who was nominated by Jonathan Woodward for her work in transitioning the DRS and the Oklahoma Library for the Blind website to a new platform.

Meetings and events attended:

May 16 – Oklahoma School for the Blind Awards programs and Graduation.
May 17 – Red River Inclusive Post Secondary Education Summit – Denton, Texas.
May 21 – Oklahoma School for the Deaf Graduation.
May 22 – Work Ready Oklahoma Open House.
May 29 – Beyond Hope Academy Graduation.
May 30 – VR Technical Assistance Center Monthly Check-in Meeting.
June 5 – Deaf Conference at Oklahoma School for the Deaf.
June 7 – Human Services Cabinet Meeting.

Other updates:

- The 2024-2027 Vocational Rehabilitation portion of the Oklahoma State Plan was approved by the Rehabilitation Services Administration (RSA) Commissioner on 5/22/24. The full Oklahoma State Plan was approved on 5/30/24.
- DRS submitted the second quarterly progress update on 4/30/24 for the FFY 2021 Sec.107 Pre-Employment Transition Services (PreETS) corrective action plan (CAP). The agency will submit another progress report to RSA on 7/31/24.
- The OK-C draft CAP to address the findings in the FFY 2023 Monitoring Report on the DRS Vocational Rehabilitation and Supported Employment Programs was submitted to RSA on 5/17/24. RSA provided feedback and asked for formatting revisions, which have been submitted. RSA will notify when the corrective action plan is approved.
- The agency has received approval from RSA to add an API end point for the portal to fully meet the needs for Pre-Employment Transition reporting. The portal will be implemented soon.

LEGISLATIVE REPORT

Jennifer Hardin, Legislative Liaison

HB 3792 creates the Oklahoma Access and Achievement Act which provides economic assistance to students with intellectual disabilities to pursue higher education. This bill was signed by the Governor.

SB 362 renames the Reading Sufficiency Act to the Strong Readers Act and modifies various related provisions, standards and priorities as well as creating a related fund. The provisions of SB 154 were added to SB 362. Sent to the Governor on 5-30-24. Commissioner Barresi noted that this bill brings phonics-based reading back to Oklahoma and suggested the school faculty attend.

The budget was approved with a supplemental amount of \$3.1 M, which will be annualized. Commissioner Barresi suggested meetings to remind the lawmakers that the \$3.1 M will be annualized.

STATEWIDE INDEPENDENT LIVING COUNCIL OF OKLAHOMA (SILC) REPORT

Sidna Madden-Trimnell, Executive Director

The State Plan for Independent Living (SPIL) is a three-year plan outlining the plan for independent living for consumers in Oklahoma. The plan is available for public comment from May 16 to June 16th. On June 17th, there will be a virtual meeting to discuss any comments and make any adjustments to the plan.

DRS is the pass-through agency that receives the federal funds for SILC to withdraw. The budget is 75% Federal funding with about 25% of the budget coming from grants and partnerships. There are currently five ILC centers in the state: Tulsa, Bartlesville, McAlister, Norman, and Enid, all of which are not enough to adequately serve the state. The current ILCs need to be funded at a sustainable level before another ILC can be opened. Commissioner Barresi suggested looking into opening the ILC in Lawton that was previously closed.

OKLAHOMA SCHOOL FOR THE BLIND (OSB) REPORT

Karen Reed, Compliance Officer, OSB

Students attended a Christmas show at the Muskogee Little Theater and painted Christmas projects at Creative Soul. Both outings were funded by a grant from Elementary and Secondary School Emergency Relief (ESSER) funding, which is now ending. There was a discussion on whether the ESSER funds can be applied for again and other funding streams.

Students and staff traveled to Jackson, Mississippi for the South-Central Association of Schools for the Blind (SCASB) event. OSB will host the 2025 SCASB event.

Donation Report: The donations for May 2024 totaled \$1,831.00.

A motion was made by Commissioner Flannery and seconded by Commissioner Barresi to accept the May 2024 OSB donations. All Commissioners voted in the affirmative and the motion carried.

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED (SBVI) REPORT

Tracy Bringham, Division Administrator

Deaf Blind Awareness Day will be June 27, which is also Hellen Keller's birthday. The event is at the Metro-tech Springlake Campus. Kristi Bingham, who is deaf blind, will be the spokesperson.

Members from the Oklahoma Rehabilitation Council and the Department of Health toured the SBVI Training Lab and Apartment at Shepherd Center. The Oklahoma Library for the Blind and Physically Handicapped (OLBPH) hosted a tour for elementary school children. The children were invited to work on devices, including a braille typewriter, that assists those with disabilities.

Four new vendors graduated from the Randolph Sheppard Vending Training Class, allowing the new graduates to open a vending business with the support of SBVI and Business Enterprise Program (BEP) staff.

Portal update – online self-referrals for May 2024

Received 69 referrals for May, of those 4 have a completed application, and 45 referrals are still active.

Priority Group Update, as of June 5, 2024

Released from the Priority Group 2 waitlist: 405

Priority Group 1 open

Priority Group 2 closed, clients waiting: 701

Priority Group 3 closed, clients waiting: 239

Total clients waiting: 940

HUMAN RESOURCES REPORT

Tom Patt, HR Director

- Personnel Activity report as of May 31, 2024: 10 vacant positions were filled; 83 positions are open. There were five separations. There are currently 979 Full-Time Equivalent (FTE) positions.

APPROVAL OF MAY 15, 2024, COMMISSION MEETING MINUTES

A motion was made by Commissioner Barresi and seconded by Commissioner Lee to approve the minutes from the May 15, 2024, Commission meeting as submitted. All Commissioners voted in the affirmative, and the motion carried.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, Chief Financial Officer

- Financial Status Reports for FY 2024. As of April 30, 2024, the agency had spent \$111.2M of the \$185.6M budget, with remaining encumbrances of \$60.2M, which represent 92.4% of the budget.
- 2026 - 2033 DRS Capital Outlay Request. There are seven projects at OSB totaling \$18.3M, and one at OSD totaling \$2.5M for a combined total of \$20.8M.

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to approve 2026 - 2033 DRS Capital Outlay Request. All Commissioners voted in the affirmative, and the motion carried.

FY 2025 Expenditure Limits and FTE Budget Limit: The FY 2025 Budget Request was approved by the Oklahoma Commission for Rehabilitation Services and submitted to the Office of Management and Enterprise Services. The Governor of Oklahoma and the Oklahoma Legislature considered the request for appropriation. DRS' FY 2025 state appropriations increased by \$3,710,000 or 9.6% from the FY 2024 base. Total DRS State Appropriations for FY 2025 are \$42,252.951.

- FY 2025 Expenditure Limits are:

VR/SBVI	\$108,000,000
OSB	\$13,000,000
OSD	\$30,000,000
DDS	\$62,000,000
Support Service	\$14,000,000
DRS Total	\$227,000,000

- The FTE Budgetary Limit for 2025 is set at 1,255.0 FTE. The agency is not likely to approach this limit.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve FY 2025 Expenditure limits and FTE Budget Limit. All Commissioners voted in the affirmative, and the motion carried.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE DEAF

Lynn Hickman, Business Manager

The donations for May 2024 totaled \$1,548.93.

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the May 2024 OSD donations. All Commissioners voted in the affirmative and the motion carried.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED

Kevin Treese, Program Manager III, SBVI

The donations for May 2024 totaled \$50.00.

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the May 2024 OLBPH donations. All Commissioners voted in the affirmative and the motion carried.

Election of Officers to the Oklahoma Commission for Rehabilitation Services

Theresa Flannery, Acting Chair

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to nominate Commissioner Flannery as Chair and Commissioner Barresi as Vice-Chair through the end of the 2025 fiscal year which ends on June 30, 2025. All three Commissioners voted in the affirmative, and the motion carried.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

The next Commission meeting will be August 14, 2024
Department of Rehabilitation Services
3535 NW 58th Street, 2nd Floor Conference Room
Oklahoma City, OK 73112

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 12:17 p.m.



Oklahoma School for the Deaf Report

OSD Donation Report

June 2024

Donations Under \$500.00						
Date	Name	Cash	Fund	Explanation	Property Value	
	Subtotal Cash Under \$500.00			Subtotal Property Under \$500.00		
Donations Over \$500.00						
6/6	ESA State Council	600.00	70100/20300	General Sorority Donation		
	Subtotal Cash Combined			Subtotal Property Combined		
Total donation for June 2024		\$600.00				

OSD Donation Report July 2024

Donations Under \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
	Subtotal Cash Under \$500.00			Subtotal Property Under \$500.00	

Donations Over \$500.00

Subtotal Cash Combined		Subtotal Property Combined	
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Total donation for July 2024

\$0.00



Oklahoma School for the Blind Report

OSB DONATION REPORT

June 2024 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
6/27/2024	Casey's Gen. Stores/elementary education	\$ 25.60	701		

Subtotal of Cash (under \$500) donated in June 2024	\$ 25.60		Subtotal prop.	\$ -
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Donations \$500 and over

	\$ -			
6/5/2024	ESA / Recreation	\$ 600.00	701	
6/16/2024	NanoPac/Cane Quest & Braille Challenge	\$ 1,500.00	701	
6/19/2024	Muskogee Noon Lions Club / Rec	\$ 600.00	701	

Subtotal of Cash (\$500 and over) donated in June 2024	\$ 2,700.00		Subtotal prop.	\$ -
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TOTAL DONATION AMOUNTS June - 2024	\$2,725.60			
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OSB DONATION REPORT

July 2024 Donations

Donations under \$500


Date	Name	Cash	Fund	Property	Value
		\$ -			

Subtotal of Cash (under \$500) donated in July 2024	\$ -		Subtotal prop.	\$ -
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Donations \$500 and over	\$ -			
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Subtotal of Cash (\$500 and over) donated in July 2024	\$ -		Subtotal prop.	\$ -
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TOTAL DONATION AMOUNTS June - 2024		\$0.00		
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Oklahoma Library for the Blind and Physically Handicapped Report

OLBPH FY2024 June 2024 Donation Report

Donations under \$500

Date	Name	Cash	Fund	Property	Value
06/05/2024	Keith and Marilyn Waggoner	\$100.00			
Subtotal of Cash (Under \$500) Donated		\$100.00			
TOTAL DONATION AMOUNT		\$ 100.00			

OLBPH FY2024 July 2024 Donation Report

Donations under \$500

Date	Name	Cash	Fund	Property	Value
Subtotal of Cash (Under \$500) Donated		<hr/>			
TOTAL DONATION AMOUNT		\$0.00			