



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services



**Commissioners
Janet Barresi, Theresa Flannery, and Kelsey Lee**

Regular Meeting

Oklahoma School for the Blind
3300 Gibson Street
Muskogee, OK 74403

October 16, 2024

Empowering Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services
Regular Commission Meeting
October 16, 2024, at 10:30 a.m.**

Oklahoma School for the Blind
3300 Gibson Street
Muskogee, OK 74403

There will be no virtual option for this meeting.

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

Sign Language Interpreters are provided for public accessibility.

Public Comment: Please arrive before the start of the meeting and sign the "Public Comment" sheet. 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

3. Public Comments

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

4. Presentation of Longevity Certificates

Theresa Flannery, Chair

5. Executive Director's Report

Melinda Fruendt, Executive Director

- a) Certificates of Appreciation
- b) Report on agency updates including meeting attendance, the Strategic Plan, and Process Improvement.
- c) Possible discussion

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6. Chief Financial Officer's Report

Paula Nelson, Financial Budget Manager

- a) Financial Status Report for FY 24 Page 9
- b) Financial Status Report for FY 25 Page 16
- c) Possible discussion

7. Vocational Rehabilitation Report

Mark Kinnison, Division Administrator

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- a) Reports on division updates including employment programs and meeting attendance.
- b) Priority Group / Portal Referral Updates
- c) Possible discussion

8. Human Resources Report

Tom Patt, HR Director

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- a) Personnel Activity report & current FTE Status.
- b) Introductions of new staff
- c) Possible discussion

9. Oklahoma School for the Blind (OSB) Report

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Brent Pearce, Interim Superintendent

- a) Reports on division updates including meeting attendance, student activities, and new hires.
- b) Possible discussion

10. Acceptance of Donations to the Oklahoma School for the Blind (OSB)

Brent Pearce, Interim Superintendent

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- a) Donation Report for September 2024
- b) Discussion and possible action to accept the donations.

11. Review of the Minutes from the September 11, 2024, Commission Meeting

Theresa Flannery, Chair

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

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

Dr. Heather Laine, Superintendent

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- a) Donation Report for September 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)

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Tracy Brigham, Division Administrator, SBVI

- a) Donation Report for September 2024
- b) Discussion and possible action to accept the donations.

14. New Business

Theresa Flannery, Chair

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

15. Commissioner Comments and Announcements

Theresa Flannery, Chair

16. Adjourn

Theresa Flannery, Chair

*There will be a tour of the school and a lunch,
but no business will be discussed.*

**Next Commission meeting:
Wednesday, November 13, 2024**



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
October 16, 2024

Remembrance

Keith Tampkins passed away September 19, 2024. He was an outstanding Vocational Rehabilitation (VR) Counselor in the Chickasha office and a VR professional since 2004. Keith took his career seriously and earned multiple college degrees. Prior to entering this field, Keith worked as an electrician sustaining some significant physical injuries. Keith had to leave the work he had grown to love so much. Eventually, he found his way to Vocational Rehabilitation as a career path where he could help other people find appropriate jobs despite disability-related challenges. Keith acknowledged that what he went through when faced with unexpectedly needing to change careers profoundly impacted him. He remembered how it felt to work very hard to re-establish himself professionally and brought a passion for helping others going through the same thing. He was an experienced, passionate, and thoughtful VR professional who was committed to Oklahoma's students with disabilities. He will be missed by so many. - Written by Dana Tallon, DRS Communications.

Cathy Ames passed away October 3, 2024. She was retired from DRS. Cathy was a Program Manager for the Supported Employment Services. She will be missed by so many.

Executive
September

12 - Virtual meeting with Dante Allen, RSA Commissioner; Workforce Partners meeting.
25 - OSB Western Heritage Day.
26 - VR TAC Meeting.
30 - GCWED Executive Committee meeting.

October

1 - VR/SBVI Performance Team meeting.
2-4 - Oklahoma Works Conference.
11 - Annual Leave
14 - Annual Leave
15 - SBVI White Cane Day - Downtown Tulsa.
16 - Commission for Rehabilitation Services meeting; OSB White Cane Day - Muskogee.

DRS Strategic Planning Template - Stephanie Roe

The OKDRS Strategic Plan template for FY2025-2029 was submitted on September 30.

Process Improvement (PI) – Lyuda Polyun

Federal Reporting

ETA 9169 WIOA Annual Report PY23 has been submitted.

AWARE

A new version of the RSA 911 went into effect on July 1, marking the beginning of the new Program Year's first quarter. We are addressing these changes by making necessary case corrections to bring our data up to date. Additionally, we are collaborating with Alliance Enterprises to ensure we have a clean report ready for submission in early November.

The Pre-VR portal is progressing. Alliance Enterprises recently completed an upgrade and we have successfully conducted the initial data exchange. Missouri Pre-VR has made a report available, allowing to preview cases to ensure that reportable services and participants can be counted in time for the next RSA 911 submission.

We are currently testing the latest version of AWARE. Once we verify it is working as expected, we will transition to the Production environment.

We have taken over responsibility of facilitating new user training for the AWARE system to provide more in-depth, one-on-one training and feedback.

Program Standards, Statistical Research, Data Dashboards

The research staff continue to train on Power BI, working through Coursera courses and supplemental material.

Working on automated mapping options in Power BI for OSD to replace existing maps.

Power Business Intelligence (BI)

Started training with Coursera.

Created a QA Paginated report and PM level Paginated report. These were shown to DRS staff on September 30. Any changes needed will be made before release.

Continuing to work with our Power BI contractor to transition reports currently hosted in Tableau to the Power BI service. These reports, primarily used by DVR/SBVI Leadership, are scheduled to be completed by the end of December 2024.

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



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 2024

Agency Summary							
	Budget	% of Total Budget	Expenditures	2024 Expenditures in FY 25	% Expended	Encumbrances	% Used
Personnel	96,935,137.00	51.8%	82,980,393.30	576,021.80	86.2%	225,670.18	86.4%
Travel	1,389,950.00	0.7%	1,158,584.16	146,254.28	93.9%	25,484.51	95.7%
General Operating	32,597,028.16	17.4%	14,887,165.39	2,606,164.96	53.7%	6,408,006.01	73.3%
Office Furniture & Equipment	1,734,414.50	0.9%	796,788.30	59,450.90	49.4%	179,559.56	59.7%
Client / General Assistance	44,608,278.00	23.8%	25,904,903.20	4,043,627.69	67.1%	12,042,732.63	94.1%
Indirect Cost	10,016,917.84	5.3%	10,016,917.85	-	100.0%	-0.01	100.0%
Total	187,281,725.50	100.0%	135,744,752.20	7,431,519.63	76.4%	18,881,452.88	86.5%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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	161,720.69	81.6%	53,481.94	81.8%
Travel	957,950.00	1.2%	875,369.66	95,986.70	101.4%	664.56	101.5%
General Operating	10,793,925.04	13.0%	6,737,347.58	713,982.72	69.0%	2,211,267.13	89.5%
Office Furniture & Equipment	736,508.00	0.9%	417,101.47	7,696.03	57.7%	114,004.39	73.2%
Client / General Assistance	36,379,278.00	43.7%	18,635,869.28	3,743,950.12	61.5%	11,720,175.32	93.7%
Indirect Cost	3,817,604.96	4.6%	3,817,604.97	-	100.0%	-0.01	100.0%
Total	83,163,019.00	100.0%	55,188,973.27	4,723,336.26	72.0%	14,099,593.33	89.0%
Vocational Rehabilitation Grant							
	Budget	% of Total Budget	Expenditures		% Expended	Encumbrances	% Used
Personnel	27,758,218.00	35.5%	22,237,970.94	113,563.04	80.5%	17,343.45	80.6%
Travel	939,000.00	1.2%	853,371.95	95,415.74	101.0%	664.56	101.1%
General Operating	9,824,619.63	12.6%	6,300,587.79	610,386.70	70.3%	1,922,811.52	89.9%
Office Furniture & Equipment	543,960.00	0.7%	245,083.00	2,193.27	45.5%	114,004.39	66.4%
Client / General Assistance	35,655,667.00	45.6%	18,238,146.83	3,680,337.87	61.5%	6,887,704.62	80.8%
Indirect Cost	3,524,445.37	4.5%	3,524,445.37	-	100.0%	0.00	100.0%
Total	78,245,910.00	100.0%	51,399,605.88	4,501,896.62	71.4%	8,942,528.54	82.9%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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	34,721.91	97.0%	4,541.63	97.0%
Travel	107,000.00	1.0%	69,491.60	8,318.43	72.7%	0.00	72.7%
General Operating	1,708,748.29	16.5%	1,100,323.68	85,092.75	69.4%	414,436.66	93.6%
Office Furniture & Equipment	285,127.00	2.7%	242,829.58	11,009.59	89.0%	9,389.03	92.3%
Client / General Assistance	76,000.00	0.7%	37,694.96	3,609.40	54.3%	0.00	54.3%
Indirect Cost	769,878.71	7.4%	769,878.71	-	100.0%	0.00	100.0%
Total	10,384,175.00	100.0%	9,397,662.66	142,752.08	91.9%	428,367.32	96.0%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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	83,746.23	83.6%	10,252.18	83.7%
Travel	154,500.00	0.6%	119,793.28	32,033.27	98.3%	1,231.70	99.1%
General Operating	12,434,302.14	51.9%	1,948,528.90	1,211,951.02	25.4%	2,868,953.63	48.5%
Office Furniture & Equipment	630,568.50	2.6%	104,821.52	40,745.28	23.1%	56,166.14	32.0%
Client / General Assistance	603,000.00	2.5%	185,330.85	2,332.14	31.1%	112,269.50	49.7%
Indirect Cost	915,026.86	3.8%	915,026.86	-	100.0%	0.00	100.0%
Total	23,938,340.50	100.0%	10,877,642.55	1,370,807.94	51.2%	3,048,873.15	63.9%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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	272,353.67	87.9%	34,993.21	87.9%
Travel	94,300.00	0.2%	38,223.99	2,446.50	43.1%	23,588.25	68.1%
General Operating	4,669,544.54	8.0%	3,115,238.18	199,634.69	71.0%	654,392.34	85.0%
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	293,704.08	97.2%	210,287.81	100.0%
Indirect Cost	4,508,679.46	7.8%	4,508,679.46	-	100.0%	0.00	100.0%
Total	58,100,000.00	100.0%	50,674,798.93	768,138.94	88.5%	923,261.61	90.1%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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	23,479.30	88.1%	122,401.22	89.5%
Travel	76,200.00	0.7%	55,705.63	7,469.38	82.9%	0.00	82.9%
General Operating	2,990,508.15	25.6%	1,985,727.05	395,503.78	79.6%	258,956.25	88.3%
Office Furniture & Equipment	47,998.00	0.4%	29,635.11	-	61.7%	0.00	61.7%
Client / General Assistance	0.00	0.0%		31.95	0.0%	0.00	0.0%
Indirect Cost	5,727.85	0.0%	5,727.85	-	100.0%	0.00	100.0%
Total	11,696,191.00	100.0%	9,605,674.79	426,484.41	85.8%	381,357.47	89.0%

Department of Rehabilitation Services Financial Status Report FY 24

As of August 31, 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

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

Agency Summary						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	98,019,646.00	50.6%	13,630,817.06	13.9%	83,776,724.00	99.4%
Travel	1,343,060.00	0.7%	117,006.82	8.7%	24,569.25	10.5%
General Operating	24,010,527.00	12.4%	2,785,837.48	11.6%	15,494,257.89	76.1%
Office Furniture & Equipment	1,592,849.00	0.8%	16,758.10	1.1%	272,993.31	18.2%
Client / General Assistance	57,338,389.00	29.6%	3,097,888.59	5.4%	46,376,870.73	86.3%
Indirect Cost	11,326,882.00	5.8%	1,833,727.34	16.2%	9,493,154.66	100.0%
Total	193,631,353.00	100.0%	21,482,035.39	11.1%	155,438,569.84	91.4%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

All Programs						
Vocational Rehabilitation and Services for the Blind & Visually Impaired						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	31,341,077.00	32.6%	4,134,600.40	13.2%	27,095,003.40	99.6%
Travel	985,400.00	1.0%	92,598.69	9.4%	0.00	9.4%
General Operating	10,062,661.00	10.5%	1,597,900.00	15.9%	7,100,317.06	86.4%
Office Furniture & Equipment	813,637.00	0.8%	7,209.82	0.9%	104,054.21	13.7%
Client / General Assistance	48,353,389.00	50.3%	2,145,142.03	4.4%	38,813,677.29	84.7%
Indirect Cost	4,663,887.00	4.8%	793,296.03	17.0%	3,870,590.97	100.0%
Total	96,220,051.00	100.0%	8,770,746.97	9.1%	76,983,642.93	89.1%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	28,555,136.00	31.2%	3,756,704.08	13.2%	24,686,977.72	99.6%
Travel	959,400.00	1.0%	90,027.51	9.4%	0.00	9.4%
General Operating	9,417,349.00	10.3%	1,551,697.88	16.5%	6,478,200.58	85.3%
Office Furniture & Equipment	613,131.00	0.7%	610.28	0.1%	103,799.21	17.0%
Client / General Assistance	47,709,667.00	52.1%	2,105,123.93	4.4%	38,435,297.78	85.0%
Indirect Cost	4,358,379.00	4.8%	738,979.54	17.0%	3,619,399.46	100.0%
Total	91,613,062.00	100.0%	8,243,143.22	9.0%	73,323,674.75	89.0%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,516,825.00	74.1%	1,127,959.76	15.0%	6,170,351.51	97.1%
Travel	68,200.00	0.7%	5,041.83	7.4%	0.00	7.4%
General Operating	1,417,632.00	14.0%	100,735.46	7.1%	1,388,642.14	105.1%
Office Furniture & Equipment	324,976.00	3.2%	4,482.76	1.4%	165,446.79	52.3%
Client / General Assistance	53,000.00	0.5%	0.00	0.0%	0.00	0.0%
Indirect Cost	762,479.00	7.5%	122,456.51	16.1%	640,022.49	100.0%
Total	10,143,112.00	100.0%	1,360,676.32	13.4%	8,364,462.93	95.9%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

All Programs						
Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,511,523.00	56.6%	1,196,312.08	12.6%	8,208,708.89	98.9%
Travel	140,700.00	0.8%	11,479.91	8.2%	300.00	8.4%
General Operating	5,400,725.00	32.1%	575,542.80	10.7%	2,373,019.42	54.6%
Office Furniture & Equipment	331,476.00	2.0%	4,795.58	1.4%	0.00	1.4%
Client / General Assistance	431,000.00	2.6%	940.00	0.2%	15,000.00	3.7%
Indirect Cost	995,725.00	5.9%	156,055.76	15.7%	839,669.24	100.0%
Total	16,811,149.00	100.0%	1,945,126.13	11.6%	11,436,697.55	79.6%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

All Programs						
Disability Determination Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	40,421,259.00	69.5%	5,874,396.72	14.5%	34,447,621.11	99.8%
Travel	69,500.00	0.1%	2,516.90	3.6%	24,269.25	38.5%
General Operating	4,196,880.00	7.2%	341,658.30	8.1%	2,545,353.50	68.8%
Office Furniture & Equipment	43,059.00	0.1%	0.00	0.0%	3,492.31	8.1%
Client / General Assistance	8,501,000.00	14.6%	951,806.56	11.2%	7,548,193.44	100.0%
Indirect Cost	4,898,302.00	8.4%	760,948.27	15.5%	4,137,353.73	100.0%
Total	58,130,000.00	100.0%	7,931,326.75	13.6%	48,706,283.34	97.4%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 2024

All Programs DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,228,962.00	74.9%	1,297,548.10	14.1%	7,855,039.09	99.2%
Travel	79,260.00	0.6%	5,369.49	6.8%	0.00	6.8%
General Operating	2,932,629.00	23.8%	170,000.92	5.8%	2,086,925.77	77.0%
Office Furniture & Equipment	79,701.00	0.6%	269.94	0.3%	0.00	0.3%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	6,489.00	0.1%	970.78	15.0%	5,518.22	100.0%
Total	12,327,041.00	100.0%	1,474,159.23	12.0%	9,947,483.08	92.7%

Department of Rehabilitation Services Financial Status Report FY 25

As of August 31, 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



Vocational Rehabilitation Services Report

Commission Report
Report by Mark Kinnison, VR Division Administrator
October 2024

- The federal production year ended September 30, 2024. The employment programs completed 4,484 applications, 2,289 plans of employment, and 1,012 successful outcomes.
- Wages on successful outcomes were up 6%, with an average wage of \$17.17 per hour, with an average of 34 hours a week worked.
- As of October 7, 2024, there are 9 vacant counselor positions.
- Sandy Keesee has been hired as the new Program Manager for Deaf and Hard of Hearing Services.
- The two Division Administrators recently attended a OKTVR meeting and gave a presentation regarding the employment programs. This was a collaboration with the Apache, Muscogee, Iowa, and Wichita tribal VR programs.
- Many VR/SBVI employees attended a recent Oklahoma Rehabilitation Association conference. Former long time employee Rosemarie Chitwood was honored with the Lifetime Achievement Award. She worked for over 55 years with the State of Oklahoma and served in many capacities as a member of ORA.
- Regular meetings continue with Developmental Disability Services to find common ground in serving clients of both agencies. The group is considering some additional training regarding the work readiness process the two programs engage in.
- A variety of DRS staff attended the Oklahoma Works Conference. Christopher Lange, who is a Rehabilitation Technician serving the Northeastern part of the state, received the Workforce Development Award.
- The Division Administrator has had monthly meetings with Director Fruendt. The intent is to keep our director informed of monthly VR operations and activities.
- The DRS performance team continues to meet consistently and is releasing clients from the Priority Group 3 waitlist. It also appears that we are doing well with our negotiated rates of performance for 2023.

- Biweekly meetings continue to be held with VR Field Coordinators, Transition Coordinator, and Business Coordinator.
- The VR Administrator held a virtual meeting on October 7th with Program Managers and Coordinators. Discussion was held on end of year performance, RSA performance measures, and going forward into the new year.
- It appears we are on track to hit our required 15% dedicated funding required by RSA in the area of transition services.
- Business Services continues to provide outreach to employees throughout the state and plans are being made for a job fair in November.
- We have surpassed three million dollars in reimbursement on SSI/SSDI cases for the fourth year in a row. Final numbers will be in soon.
- Director Fruendt, the two Division Administrators and Program Manager Kristi Hutton met with RSA staff and RSA Commissioner Dant'e Allen. Program updates were given by DRS, and he talked about the future of VR along with his expectations.

As we go into a new performance year, I'm extremely proud of the efforts that our VR staff have displayed. Their dedication to DRS and Oklahomans with disabilities is very evident and highly appreciated.

Mark Kinnison, M.Ed., CRC, LPC-S
Division Administrator for VR Services
Oklahoma Rehabilitation Services



Human Resources Report

PERSONNEL ACTIVITY REPORT AS OF SEPTEMBER 30, 2024

FILLED AND VACANT POSITIONS

Personnel Activity = 31 vacant positions filled / 59 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
		08/30/2023					Taner Sutterfield	09/03/2024
		12/01/2021					Jay Hudson	09/03/2024
		06/11/2023					Madyson Morgan	09/03/2024
		03/01/2023					Melanie Anwar	09/03/2024
		03/01/2024					Aaron Souders	09/03/2024
		04/03/2024					Noel Jenkin	09/03/2024
		06/21/2023					John Brown	09/03/2024
		05/29/2021					Caroline Kilbride	09/03/2024
		09/25/2021					Casey Rye	09/03/2024
		02/17/2023					Kristen Walker	09/03/2024
		08/24/2021					Seth Anderson	09/03/2024
	Disability Determination Specialist / 0019,	04/09/2021					Jamella Essa	09/03/2024
	0068, 0110, 0179, 0373, 0406, 0493,	04/01/2022					Marcus Kent	09/03/2024
	0566, 0584, 0628, 1269, 1274, 1278,	03/24/2021					Renee Mauldin	09/03/2024
DDS	1281, 1306	09/14/2021	DDS	05/28/2024	Continuous	24-096	Caitlin Flynn	09/03/2024
DDS	Administrative Programs Officer / 1163	09/20/2023	DDS	05/29/2024	06/10/2024	24-099	Kenneshia Hughes	09/01/2024
FSD	Accountant / 1063	08/31/2023	FSD	08/19/2024	08/23/2024	25-027	In Selection Process	
FSD	Accountant / 0713	11/01/2019	FSD	07/26/2024	08/01/2024	25-013	Penny Sprague	09/01/2024
MSD	Administrative Programs Officer / 0479	09/11/2024	MSD	09/23/2024	09/27/2024	25-038	In Selection Process	
MSD	Administrative Programs Officer / 0992	08/31/2024	MSD	08/05/2024	09/16/2024	25-020	Currently Open	
MSD	Administrative Programs Officer / P106591	NEW PIN	MSD	08/26/2024	08/30/2024	25-029	In Selection Process	
MSD	Contracting & Acquisitions Agent / 0856	02/29/2024	MSD	07/31/2024	08/19/2024	25-019	Elizabeth Beach	09/01/2024
OSB	Teacher / 0258	09/01/2024	OSB	08/26/2024	Continuous	25-030	Currently Open	
OSB	Recreational Activities Specialist / 0419	04/10/2024	OSB	07/15/2024	Continuous	25-008	Currently Open	
OSB	LPN / 0017	07/31/2024	OSB	04/10/2024	Continuous	24-081	John Schneider	09/16/2024

		02/29/2024						
		05/22/2024					Natalie Lane	09/03/2024
OSB	Direct Care Specialist / 0610, 0638, 0552, 0421	06/19/2024	OSB	01/17/2024	Continuous	24-057	Briana Harrington	09/23/2024
OSB	School Psychologist, 2045 / 0463	10/01/2024	OSB	10/26/2023	Continuous	23-095	Ashley Ledbetter	09/23/2024
OSD	Early Development Specialist / 1496	07/31/2023	OSD	09/19/2024	Continuous	25-036	Currently Open	
OSD	Construction/Maintenance Tech / 0701, 1042	07/31/2024	OSD	09/19/2024	Continuous	25-037	Currently Open	
OSD	Construction/Maintenance Tech / 0607	09/30/2024	OSD	09/24/2024	Continuous	25-041	Currently Open	
OSD	Food Service Specialist / 0486	10/01/2024	OSD	08/21/2024	Continuous	25-025	Currently Open	
OSD	Administrative Assistant / 0172	09/01/2024	OSD	08/19/2024	Continuous	25-026	Shandy Wade	09/23/2024
OSD	Fire Prevention & Security Officer / 0733	07/31/2024	OSD	07/26/2024	Continuous	25-015	Stuart Fleck	09/03/2024
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	08/19/2024	Continuous	25-001	Currently Open	
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	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	Food Service Specialist / 0663	04/23/2024	OSD	05/03/2024	Continuous	24-089	Leslie Jones	09/01/2024
OSD	Teacher / 0635	07/31/2024	OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open	
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	Teacher, 2083 / 0050	07/31/2023	OSD	08/16/2023	Continuous	24-022	Gina Foster	08/01/2024
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open	
OSD	Direct Care Specialist / 0642, 0803, 0746	03/10/2024	OSD	10/24/2023	Continuous	23-032	Cariss Walser	09/03/2024
OSD	Teacher, 2083 / 0890	03/07/2024	OSD	10/04/2023	Continuous	23-079	Currently Open	
VR	Vocational Rehabilitation Specialist / 0366	09/08/2024	VR31 – OKC	09/16/2024	Continuous	25-032	Currently Open	
VR	Rehabilitation Technician / 0152	09/05/2024	VR80 – Tulsa	09/13/2024	Continuous	25-033	Currently Open	
VR	Administrative Assistant / 0140	08/19/2024	VR Admin	09/12/2024	09/18/2024	25-034	In Selection Process	
VR	Programs Field Representative / 1172	01/01/2018	VR Admin	09/17/2024	Continuous	25-035	Currently Open	
		03/01/2022						

VR	Vocational Rehabilitation Specialist / 1040	10/01/2024	VR11 – Idabel	08/20/2024	Continuous	25-022	Currently Open
VR	Vocational Rehabilitation Specialist / 0207	07/19/2024	VR26 – Claremore	08/21/2024	Continuous	25-023	Currently Open
VR	Programs Field Representative / 0614	06/26/2021	VR48 – OKC	08/21/2024	08/27/2024	25-024	Kevin Randall 09/01/2024
VR	Programs Manager / 1133	12/01/2019	VR36 – OKC	08/21/2024	Continuous	25-028	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	Rehabilitation Technician / 0708	05/01/2024	VR05 – Weatherford	05/21/2024	Continuous	24-094	Robin Gunter 09/03/2024
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 / 0044	02/28/2024	VR67 – Tulsa	03/21/2024	Continuous	24-074	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 / 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 / 0955	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	Jeremy Jackson 09/01/2024
SBVI	Programs Manager / 0260	08/01/2023	SBVI64 – Tulsa	08/06/2024	Continuous	25-021	Currently Open
SBVI	Vending Machine Technician / 1027	07/08/2024	SBVI33 – OKC	08/23/2024	09/06/2024	25-031	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	Hannah Dangle 09/16/2024
SBVI	Vending Facility Business Consultant / 0003	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 = 8

As of September 30, 2024

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Trial Period Discharge = 1

1 = 4 years 1 month

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 1

1 = 1 year 1 month

Death = 1

1 = 17 years 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 2

1 = 5 days

1 = 2 years 11 months

DISABILITY DETERMINATION SERVICES

Resignation = 1

1 = 1 day

Retirement = 2

1 = 36 years 4 months

1 = 9 years

CURRENT FTE STATUS FY 2025


FTE as of September 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)	85.3	70.00	4.00	0.00	74.00
Vocational Rehabilitation	238.0	200.00	23.00	(1.00)	222.00
Services for the Blind and Visually Impaired VR/SBVI-DP	115.0	98.00	8.00	(2.00)	104.00
Oklahoma School for the Blind	4.00	4.00	0.00	0.00	4.00
Oklahoma School for the Deaf	100.5	98.00	4.00	0.00	102.00
	134.0	111.00	20.00	(1.00)	130.00
Total (NON-EXEMPT)	676.80	581.00	59.00	(4.00)	636.00
Disability Determination Services (EXEMPT)	342.40	335.00	0.00	(335.00)	335.00
TOTAL NON-EXEMPT & EXEMPT	1019.20	916.00	59.00	(339.00)	971.00

FY 25 Budgetary Limit = 1255

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

ROUTING TO: Melinda Freundt, 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



Oklahoma School for the Blind Report

OSB Commission Report October 2024

OSB welcomed Brent Pearce on July 1st as the new the High School Principal, Dean of Students and Transportation Director.

SBVI held an Adult VIBE camp on the OSB campus July 8th -12th, with twelve people attending.

Representatives from the TSET program were on campus July 10th to congratulate OSB on the successful grants received. They were given a tour to show them the greenhouse, bottle filling stations, and the new sidewalk for which the funds were allocated.

On July 22nd -23rd, the Superintendent and High School Principal attended the State Department of Education Administrators Conference in Oklahoma City.

Mr. Pearce, Dawn Bryant, and Donna Stewart attended the Sylogist Conference in Oklahoma City on July 25th -26th.

OSB Food Service Manager, Machel Thornton, attended the School Nutrition Association State Conference in Stillwater July 29th – August 1st.

OSB teacher, Rachael Gilliam, presented two sessions of CPI training to staff on July 23rd -24th and July 30th -31st.

The week of August 5th all staff reported back for the new school year. This week was for professional development and staff meetings. On August 5th, Freundt's Front was held on OSB campus. This was an engaging time for our staff to pose questions for Director Freundt.

Monday, August 12th students began classes for the 2024-2025 school year.

OSB Recreation department took the students swimming at Muskogee Swim and Fitness on September 18th.

The OSB Foundation held their meeting on campus September 10th.

On September 16th, Tera Webb and Dawn Bryant went live on Okie Country 101.7 radio station for a Wellness Wednesday segment. They discussed the SCASB (South Central Association of Schools for the Blind) event OSB will be hosting in January, as well as the upcoming Spaghetti Dinner fundraiser. Proceeds from this dinner will help with costs for the January event and for the students that will attend SCASB track in April.

Allison Garner, FACS teacher, took five students to Glenpool Conference Center on September 17 to attend the FCCLA LEAD Conference. These students represented OSB very well.

OSB students and staff ventured out to Silver Spur Ranch in Haskell on September 25th for the annual Western Heritage Day. Members of the Oklahoma Quarter Horse Association and Connor's State College Rodeo Team, Archery Team, and President's Leadership class assisted the students with fishing, rock climbing, mechanical bull riding, horseback riding, and other activities.

Mr. Pearce, Interim Superintendent/High School Principal; Shawna Coplen, Elementary and Middle School Principal; Laci Goins, Transition Coordinator; Cassie Shelton, Teacher/Reading Specialist; and Chris Coomer, Teacher/Coach are attending COSB and APH the week of September 30 in Louisville, Kentucky.

Science teacher, Cheryl Daniels, along with five students traveled to Huntsville, Alabama to attend the Space Camp for Interested Visually Impaired Students. The camp will run from October 6th through October 10th.

The following are new staff that have been hired.

Paul Butler Butler – High School Teacher

Briana Harrington – DCS

Natalie Lane – DCS

Ashley Ledbetter – DCS

Darlus Reeve – DCS part-time

Nikki Roper – Elementary Teacher

John Schneider – Nurse

Amy Lynn Stoffer – Transportation

Upcoming events:

Students attending Touch the Art – October 15th

Spaghetti Dinner - October 15th 5:00 – 8:00 pm

Commission Meeting at OSB – October 16th 10:30 am

White Cane Day – October 16th 1:00 pm

Fall Break – October 17th

Red Ribbon Week – October 28th – 30th


Fall Festival – October 29th

Distance Learning – October 31st

Respectfully submitted,

Brent Pearce

Interim Superintendent



Oklahoma School for the Blind Donation Report

OSB DONATION REPORT

September 2024 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
9/23/2024	Sherry Holder in membory of Bud Holder/CQ & BC	\$ 250.00	701		
Subtotal of Cash (under \$500) donated in September 2024		\$ 250.00		Subtotal prop.	\$ -
Donations \$500 and over		\$ -			
9/9/2024	Delta Gamma UAFS / Student expenses	\$ 1,168.00	701		
9/24/2024	Ollie Langston / Merlin Magnifiers			magnifiers	\$ 7,000.00
Subtotal of Cash (\$500 and over) donated in September 2024		\$ 1,168.00		Subtotal prop.	\$ 7,000.00
TOTAL DONATION AMOUNTS September - 2024		\$8,418.00			



Commission Minutes

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

September 11, 2024

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:34 a.m. by Commissioner Flannery with a quorum present.

Present: Theresa Flannery, Commission Chair, Dr. Janet Barresi, Commission Vice-Chair and 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:

- Shirley Hunt, Rehabilitation Counselor, 45 years with the State of Oklahoma, including 31 years with DRS.
- Paula Nelson, Financial Budget Manager, 25 years with DRS
- Jason Price, Rehabilitation Counselor, 25 years with DRS

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

- Director Fruendt presented Jody Harlan with a Commendation from the Governor in recognition of her retirement and thanked Ms. Harlan for her dedication and for 31 years of service.
- Rita Echelle, Superintendent of the Oklahoma School for the Blind, announced that she will retire as of November 1st. Brent Pearce, the new Principal of OSB, has agreed to take on the role of Interim Superintendent.
- Director Fruendt congratulated Keith Tiller and the Disability Determination Division for being recognized by the Dallas regional office for having the lowest attrition rate in the county at 1.8% compared to an average of 11.6% for the region, and 14.9% nationwide.
- She also congratulated John Ringlero, the Vocational Rehabilitation (VR) tribal liaison, who was notified that all five tribes who applied for federal grants for VR services, were awarded grants. The tribes were Muskogee, Iowa, Delaware, Choctaw, and Cheyenne Arapaho nations.

Highlights of Meetings and events attended:

- August 15 – Oklahoma Rehabilitation Council
- August 16 – Welcome Presentation at the Business Enterprise Program Annual Training
- August 12 – DRS Business Services South Central Impact Meeting.
- August 26 – Economic Development Conference
- August 28 – Presented at the National Rehabilitation Conference
- September 5 – Oklahoma Rehabilitation Council Strategic Planning meeting

Other updates:

- The AWARE team has completed the necessary corrections for the RSA911 PY23 Q4 report, which was successfully submitted ahead of schedule.
- The Pre-VR portal project is progressing, and the plan is to finalize the project by the end of September.

OKLAHOMA ABLE TECH REPORT

Allyson Robinson, Director of Accessibility Programs

ABLE Tech is an Assistive Technology Act program that receives federal dollars to help people of all ages and all disabilities to receive the assistive technology tools, which may help to secure employment. Highlights from the report:

- Alternative Financing Program is a loan program that helps people obtain assistive technology such as hearing aids, modified vehicles, and home modifications. Last year 122 people received loans totaling a little over \$1.2 million.
- The Workforce Initiative focuses on digital accessibility and helps state agencies, institutions of higher Ed and career tech centers with making websites, and other digital platforms accessible to all.

OKLAHOMA STATEWIDE INDEPENDENT LIVING COUNCIL (SILC) REPORT

Sidna Madden, Executive Director

Director Fruendt gave the report for Ms. Madden, who had a family emergency. Highlights of the report:

- SILC has received notice that the Administration for Community Living (ACL), under the U.S. Department of Health and Human Services (HHS), has terminated a grant award for a Center for Independent Living, leading to its closure. SILC is working to set up a meeting with ACL for the next steps. DRS is working with ACL to redistribute the funds.
- The State Plan for Independent Living (SPIL) was reviewed by the Office of Independent Living Programs. DRS has not yet received an approval but is expecting it soon.
- SILC and SILC attorney Kevin Nelson are still trying to resolve ongoing issues with the Open Meetings Act through the Attorney General's Office. Currently

there are no provisions for accommodations for board members with disabilities to attend meetings virtually (as an accommodation) and that makes it difficult to meet a quorum at SILC meetings because many members can't attend in person.

- After the report, there was a brief discussion to find out why the Independent Living Center was denied funding. This question will be addressed at a future meeting with the Administration for Community Living (ACL).

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED (SBVI) REPORT

Tracy Brigham, Division Administrator

Report highlights:

- Portal Update: There were 85 online referrals of which a total of 6 have followed through with an application; nine have been closed either because they already had a case, already had a referral or, after discussion with the counselor decided not to apply. Twenty-seven of these referrals are pending assignment to a caseload, and forty nine are active referrals assigned to a counselor.
- Priority Group Update as of August 2, 2024
 - Priority Group 1 is open.
 - Priority Group 2 is open.
 - Priority Group 3 is closed, clients waiting: 265.
 - Total clients on waiting list: 265.
- Payne Education Center (PEC) is a new statewide contract for academic language therapy for children with developmental dyslexia. This contract is the first in the nation with a rehabilitation agency. Dr. Barresi was instrumental in securing this partnership.
- So far in 2024, 110 SBVI cases have been successfully closed. The wages on successfully closed cases are averaging \$17.52 an hour and are averaging 35 hours per week.
- The Business Enterprise Program (BEP) has a new Vending Faculty Consultant, 2 new trainees, and 5 newly licensed vendors.
- The Ft. Still Troop Dining Room is under contract again, after nearly 5 years in litigation.
- The AIM Center began a Book of the Month Club for children under 5 in collaboration with the Prison Braille Program. So far, 109 large print and 76 Braille books have been distributed to parents.

OKLAHOMA SCHOOL FOR THE DEAF (OSD) REPORT

Dr. Heather Laine, Superintendent

Report highlights:

- The photo of the mural that was included in the hard copy of the report in the packet was painted by OSD's Student Life representative, Nathan Filstra. Nathan and his family lost their home during the April tornado, and painting the mural was healing for him.

- Eleven vacant staff positions have been filled, and seven are in the process of being filled.
- Fall sports have begun with several football and volleyball games scheduled. The football team won their game against the Alabama School for the Deaf on August 29th, and the Volleyball team lost their game against Alabama, but have noticeably improved their game.
- Met with the Sulphur Chamber of Commerce to talk about how the school could work with the community, and a meeting is schedule for the Davis Chamber of Commerce.
- The online ASL classes are a big success again and have over 66,000 accounts so far. Registration ends on September 30th.
- Along with Renata Neil, attended the Equipment Distribution Coordinator a meeting with the Telecommunications Equipment Distribution Program Association to learn the latest technology related to disabilities such as vision loss and wheelchair use.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE DEAF (OSD)

Dr. Heather Laine, Superintendent

The donations for August 2024 totaled \$9,006.69.

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

HUMAN RESOURCES REPORT

Tom Patt, HR Director

- Personnel Activity report as of August 31: 26 vacant positions were filled; 82 positions were open. There were six separations which include retirements, resignations, and discharges. There were 973 Full-Time Equivalent (FTE) positions.
- 72 OSD and OSD Contracts were renewed for 2025.
- Disability Determination Services (DDS) had 15 vacancies, all of which were filled.

APPROVAL OF THE COMMISSION MEETING MINUTES FROM AUGUST 14, 2024.

Theresa Flannery, Chair

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to approve the minutes from the August 14, 2024, Commission meeting as submitted. Commissioners Flannery and Lee voted in the affirmative, and Commissioner Barresi abstained. The motion carried.

APPROVAL OF THE 2025 COMMISSION FOR REHABILITATION SERVICES MEETING CALENDAR

Theresa Flannery, Chair

A motion was made by Commissioner Barresi and seconded by Commissioner Lee to approve the Oklahoma Commission for Rehabilitation Services 2025 Meeting Calendar. All Commissioners voted in the affirmative, and the motion carried.

A CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, Chief Financial Officer

- Financial Status Reports for FY 2024. As of July 31, 2024, the agency had spent \$139.7M of the \$187.3M budget, with remaining encumbrances of \$22M which represent 86.4% of the budget.
- Financial Status Reports for FY 2025. As of July 31, 2024, the agency had spent \$9.7M of the \$193.3M budget, with remaining encumbrances of \$163M which represent 89.3% of the budget.
- FY 2026 Budget Request: DSR requested \$2,262,000 in additional state appropriations, which consists of \$1.4M for DVR/SBVI; \$309K for OSB; \$403K for OSD; and \$150K for OLBPH. The \$150K for OLBPH is due to the State Education Department not renewing the contract for the AIM Center. DRS will continue to negotiate for its renewal.

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the FY 2026 Budget Request as presented. All Commissioners voted in the affirmative and the motion carried.

DECLARATION OF AN EMERGENCY PURSUANT TO 61 O.S. § 130 REGARDING THE HVAC SYSTEM AT THE OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED.

Theresa Flannery, Chair

Susan Smith and Tracy Brigham explained the necessity of an emergency declaration to replace the HVAC system. The nearly 40-year-old HVAC system has been repaired several times but now needs to be replaced. Staff are now working from home and come in on an as-needed basis. Equipment such as computers and the audio book cartridges will be damaged by intense heat. The estimated repair cost is over \$150,000, so a declaration of an emergency is needed.

A motion was made by Commissioner Flannery and seconded by Commissioner Lee to declare an emergency regarding the HVAC system at the Oklahoma Library for the Blind and Physically Handicapped. All Commissioners voted in the affirmative and the motion carried.

DECLARATION OF AN EMERGENCY PURSUANT TO 61 O.S. § 130 REGARDING A GAS LINE LEAK REPAIR AT THE OKLAHOMA SCHOOL FOR THE DEAF.

This item was not discussed, and no action was taken due to the estimated cost being under \$150,000, and the repair being already done.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE BLIND (OSB)

Brent Pearce, Principal and Interim Superintendent

The donations for August 2024 totaled \$3,252.07.

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

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

Kevin Treese, Program Manager III, SBVI

The donations for August 2024 totaled \$5,555.26.

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

NEW BUSINESS

Theresa Flannery, Chair

There was no new business.

ANNOUNCEMENTS

Theresa Flannery, Chair


The next Commission meeting is Wednesday, October 16, 2024, at the Oklahoma School for the Blind in Muskogee, OK.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 12:15 p.m.



Oklahoma School for the Deaf Donation Report


OSD Donation Report September 2024

Donations Under \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
9/17	Anonymous	146.00	20005/70100	Donation to Athletics	
9/17	Tractor Supply		Art Class	40 large styrofoam blocks	200.00
9/17	Janette L. Tate		Dorm	Wall stickers for dorm decorations	9.99
9/17	Janie Lancaster		Library	25 Library Books "Opal & the Secret Code	108.00
Subtotal Cash Under \$500.00		146.00		Subtotal Property Under \$500.00	317.99

Donations Over \$500.00

Subtotal Cash Combined	Subtotal Property Combined
Total donations for September 2024	
\$463.99	



Oklahoma Library for the Blind and Physically Handicapped Donation Report

OLBPH September 2024 Donation Report

Donations under \$500				
DATE	NAME	CASH	PROPERTY	VALUE
09/23/2024	Sandy and Ken Haskovec**	\$200		
09/25/2024	Donna Smith**	\$100		
09/27/2024	Lt. Col. Michael and Jean Dumiak **	\$50		
Subtotal of Donations Under \$500		\$350		

Total Donation Amount	\$350
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***Donations were made in honor of Kent Graham, a long-time volunteer at the OLBPH who recently passed away. He was a much loved volunteer of the library and will be greatly missed.*