



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services



**Commissioners
Janet Barresi, Theresa Flannery,
Lindsay Hanna, Kelsey Lee
and Kevin Wallace**

Special Meeting

There is no video conferencing for this meeting

Disability Determination Services
9801 N. Kelley Avenue, West Entrance
Oklahoma City, OK

December 3, 2025

Empowering Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services
Special Commission Meeting
December 3, 2025 at 10:30 a.m.**

**Disability Determination Services
9801 N. Kelley Avenue, West Entrance
Oklahoma City, OK 73131**

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

There is no virtual attendance option for this meeting.
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. Presentation of 2025 Oklahoma Commission for Rehabilitation
Services Award**

Theresa Flannery, Chair

6. Executive Director's Report

Pg. 5

Melinda Fruendt, Executive Director

- a) Certificates of Appreciation
- b) Report on agency updates, including meetings attended, Interpreter Certification & Resource Center Transition, Process Improvement, AWARE, and Program Standards.
- c) Possible discussion

7. Chief Financial Officer's Report

Kevin Statham, CFO

- a) Financial Status Report for FY 25 Pg. 9
- b) Financial Status Report for FY 26 Pg. 16
- c) Possible discussion

8. Human Resources Report

Pg. 24

Tom Patt, HR Director

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

9. Visually Impaired and Blindness Empowerment (VIBE) Presentation

Pg. 30

Cheryl Snow, Program Manager, Older Blind Independent Living Program

- a) Possible discussion

10. Oklahoma Rehabilitation Council (ORC) Report

Pg. 32

Carolina Colclasure, Program Manager

- a) Report on the strategic plan and committee updates.
- b) Possible discussion

11. Review of the November 10, 2025, Commission Meeting Minutes

Pg. 47

Theresa Flannery, Chair

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

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

Pg. 53

Dr. Heather Laine, Superintendent

- a) Donation Reports for November 2025
- b) Discussion and possible action to accept the donations.

13. Acceptance of Donations to the Oklahoma School for the Blind (OSB) Pg. 55

Brent Pearce, Superintendent

- a) Donation Reports for November 2025
- 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 as authorized by 25 O.S. § 311.

15. Adjourn

Theresa Flannery, Chair

- a) Discussion and possible action

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.

**Next Commission meeting
Friday, January 16, 2026**



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
December 3, 2025

Executive
November

21 – Oklahoma Commission on Children and Youth meeting
24-26 – Annual Leave
27-28 – Thanksgiving Holiday

December

2 – Vocational Rehabilitation/Services for the Blind and Visually Impaired Performance Team meeting
3 – Commission for Rehabilitation Services meeting; DRS Executive Team meeting

Interpreter Certification & Resource Center (ICRC) Transition

The Interpreter Certification & Resource Center (ICRC) is the state's credentialing body for sign language interpreters, supporting certification, continuing education, and interpreter registry functions.

As of November 1, 2025, ICRC officially moved under the Executive Division for long-term oversight and public-facing effectiveness. This realignment is intended to strengthen the program's visibility, improve communication with the interpreter and Deaf communities, and ensure a more unified statewide approach.

The newly formed Interpreter Services unit includes both the ICRC program and internal DRS interpreter scheduling and contracts. Executive Coordinator, Tonya Garman, now directly supervises the unit. A new ICRC Program Specialist will be hired to provide operational support, certification continuity, and community engagement.

To inform the next phase of planning, a statewide interpreter survey is open through December 15, 2025. The input gathered will help shape the modernization of interpreter certification and broader system improvements.

DRS extends deep appreciation to the former ICRC staff and to the DRS Vocational Rehabilitation Division for their long-term leadership and stewardship of the program.

Process Improvement (PI) – Lyuda Polyun
Federal Reporting

RSA 911 Q1 PY 25 was submitted on time.

AWARE

AWARE was recently updated; another new release is being tested for the next installation.

Correcting general case errors and other issues that could affect federal reporting.

Continuing work on Internal Control Documentation to Standardize Help Desk and RSA 911 correction procedures.

Program Standards, Statistical Research, Data Dashboards

Completed the Older Blind Independent Living Program survey for FFY25.

The ICRC survey is live and accepting responses through December 15.

The new VIBE adult evaluation is active and was used for the November program. Will meet with VIBE staff to create an evaluation for Employment VIBE in early December.

The SBVI Residential Programs evaluation revision is still ongoing.

Continue streamlining and modifying the Power BI Needs Assessment reports with assistance from the Power BI manager.

Working with Transition staff and the Power BI manager on BEST-STEP registration form, flow, and Power BI report.

Worked with AWARE and Power BI staff on the Transition counts for the Annual report.

Power Business Intelligence (BI)

Created and published a new report, *"Driver's ED"*, for Contracts.

Working on the BEST STEP program with the Transition Team.

Working with VR Staff on new QA Reports.

Created two new accounts for VR and SBVI support staff to see Power BI reports.

Continuing training with staff on the differences between Tableau and Power BI. Remaking ORC Report from Tableau into Power BI.

Regarding last month's list of Power BI projects, all reports listed are completed. Each new/future report is based on where the information is coming from and what type of output is expected. As far as maintenance, there is normal troubleshooting when something goes wrong with a report utilizing groups of individuals to maintain proper permissions.

Respectfully submitted by
Melinda Fruendt, Executive Director



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 25

As of October 31, 2025

| Agency Summary | | | | | | | |
|------------------------------|-----------------------|-------------------|-----------------------|----------------------------|--------------|----------------------|--------------|
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 97,919,808.00 | 48.3% | 84,811,733.30 | 603,184.88 | 87.2% | 156,418.37 | 87.4% |
| Travel | 1,778,060.00 | 0.9% | 1,561,628.17 | 171,333.45 | 97.5% | 19,208.59 | 98.5% |
| General Operating | 32,742,683.69 | 16.2% | 17,435,172.16 | 4,659,130.71 | 67.5% | 4,656,029.60 | 81.7% |
| Office Furniture & Equipment | 2,120,654.00 | 1.0% | 749,017.47 | 441,806.32 | 56.2% | 343,724.64 | 72.4% |
| Client / General Assistance | 57,656,079.00 | 28.5% | 34,104,465.66 | 5,215,450.23 | 68.2% | 6,851,831.86 | 80.1% |
| Indirect Cost | 10,407,272.31 | 5.1% | 10,407,272.31 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 202,624,557.00 | 100.0% | 149,069,289.07 | 11,090,905.59 | 79.0% | 12,027,213.06 | 85.0% |

Department of Rehabilitation Services **Financial Status Report FY 25**

As of October 31, 2025

| All Programs | | | | | | | |
|---|----------------------|--------------------------|----------------------|-----------------------------------|-------------------|---------------------|---------------|
| Vocational Rehabilitation and Services for the Blind & Visually Impaired | | | | | | | |
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 31,331,077.00 | 31.8% | 26,408,911.68 | 152,359.73 | 84.8% | 97,324.91 | 85.1% |
| Travel | 1,305,400.00 | 1.3% | 1,207,259.46 | 134,568.83 | 102.8% | 165.00 | 102.8% |
| General Operating | 12,143,842.70 | 12.3% | 7,519,970.04 | 1,707,154.21 | 76.0% | 1,897,194.59 | 91.6% |
| Office Furniture & Equipment | 972,614.00 | 1.0% | 450,127.14 | 238,016.89 | 70.8% | 59,611.29 | 76.9% |
| Client / General Assistance | 48,471,079.00 | 49.2% | 27,167,154.43 | 4,870,232.73 | 66.1% | 5,213,565.22 | 76.9% |
| Indirect Cost | 4,309,513.30 | 4.4% | 4,309,513.30 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 98,533,526.00 | 100.0% | 67,062,936.05 | 7,102,332.39 | 75.3% | 7,267,861.01 | 82.6% |
| <i>Vocational Rehabilitation Grant</i> | | | | | | | |
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 28,555,136.00 | 30.9% | 23,876,647.86 | 119,241.05 | 84.0% | 30,943.51 | 84.1% |
| Travel | 1,279,400.00 | 1.4% | 1,173,197.29 | 132,389.55 | 102.0% | 165.00 | 102.1% |
| General Operating | 10,085,304.11 | 10.9% | 6,790,791.35 | 612,347.65 | 73.4% | 1,781,207.91 | 91.1% |
| Office Furniture & Equipment | 734,708.00 | 0.8% | 310,407.15 | 233,516.97 | 74.0% | 59,611.29 | 82.1% |
| Client / General Assistance | 47,709,667.00 | 51.7% | 26,650,545.31 | 4,808,864.21 | 65.9% | 5,120,963.30 | 76.7% |
| Indirect Cost | 4,003,286.89 | 4.3% | 4,003,286.89 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 92,367,502.00 | 100.0% | 62,804,875.85 | 5,906,359.43 | 74.4% | 6,992,891.01 | 82.0% |

Department of Rehabilitation Services Financial Status Report FY 25

As of October 31, 2025

| All Programs Oklahoma School for the Blind | | | | | | | |
|---|----------------------|------------------------------|---------------------|---------------------------------------|-------------------|---------------------|-------------------|
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 7,516,825.00 | 71.6% | 7,083,468.25 | 48,635.49 | 94.9% | 4,602.69 | 94.9% |
| Travel | 68,200.00 | 0.6% | 50,754.62 | 11,329.30 | 91.0% | 0.00 | 91.0% |
| General Operating | 1,704,001.70 | 16.2% | 1,075,670.85 | 60,773.54 | 66.7% | 406,055.17 | 90.5% |
| Office Furniture & Equipment | 396,861.00 | 3.8% | 127,218.81 | 6,755.13 | 33.8% | 161,067.05 | 74.3% |
| Client / General Assistance | 53,000.00 | 0.5% | 27,286.41 | 0.00 | 51.5% | 0.00 | 51.5% |
| Indirect Cost | 757,210.30 | 7.2% | 757,210.30 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 10,496,098.00 | 100.0% | 9,121,609.24 | 127,493.46 | 88.1% | 571,724.91 | 93.6% |

Department of Rehabilitation Services **Financial Status Report FY 25**

As of October 31, 2025

| All Programs Oklahoma School for the Deaf | | | | | | | |
|--|----------------------|-------------------|----------------------|----------------------------|--------------|---------------------|--------------|
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 9,421,685.00 | 40.8% | 7,728,142.77 | 77,361.56 | 82.8% | 10,015.51 | 83.0% |
| Travel | 220,700.00 | 1.0% | 194,376.40 | 10,196.92 | 92.7% | 224.09 | 92.8% |
| General Operating | 11,360,570.79 | 49.2% | 3,764,101.20 | 2,432,382.27 | 54.5% | 1,347,392.42 | 66.4% |
| Office Furniture & Equipment | 628,419.00 | 2.7% | 145,540.62 | 194,817.77 | 54.2% | 123,046.30 | 73.7% |
| Client / General Assistance | 581,000.00 | 2.5% | 213,460.46 | 15,025.00 | 39.3% | 114,023.50 | 59.0% |
| Indirect Cost | 875,517.21 | 3.8% | 875,517.21 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 23,087,892.00 | 100.0% | 12,921,138.66 | 2,729,783.52 | 67.8% | 1,594,701.82 | 74.7% |

Department of Rehabilitation Services **Financial Status Report FY 25**

As of October 31, 2025

| All Programs | | | | | | | |
|-----------------------------------|----------------------|-------------------|----------------------|----------------------------|--------------|---------------------|--------------|
| Disability Determination Services | | | | | | | |
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 40,421,259.00 | 69.5% | 35,695,302.10 | 281,579.60 | 89.0% | 21,258.50 | 89.1% |
| Travel | 69,500.00 | 0.1% | 26,824.67 | 1,798.77 | 41.2% | 18,819.50 | 68.3% |
| General Operating | 4,636,067.04 | 8.0% | 3,073,999.93 | 212,520.74 | 70.9% | 678,007.09 | 85.5% |
| Office Furniture & Equipment | 43,059.00 | 0.1% | 7,625.20 | 185.65 | 18.1% | 0.00 | 18.1% |
| Client / General Assistance | 8,551,000.00 | 14.7% | 6,696,564.36 | 330,192.50 | 82.2% | 1,524,243.14 | 100.0% |
| Indirect Cost | 4,459,114.96 | 7.7% | 4,459,114.96 | 0.00 | 100.0% | 0.00 | 100.0% |
| Total | 58,180,000.00 | 100.0% | 49,959,431.22 | 826,277.26 | 87.3% | 2,242,328.23 | 91.1% |

Department of Rehabilitation Services Financial Status Report FY 25

As of October 31, 2025

| All Programs DRS Support Services | | | | | | | |
|--------------------------------------|----------------------|-------------------|----------------------|----------------------------|--------------|-------------------|--------------|
| | Budget | % of Total Budget | Expenditures | 2025 Expenditures in FY 26 | % Expended | Encumbrances | % Used |
| Personnel | 9,228,962.00 | 74.9% | 7,895,908.50 | 43,248.50 | 86.0% | 23,216.76 | 86.3% |
| Travel | 114,260.00 | 0.9% | 82,413.02 | 13,439.63 | 83.9% | 0.00 | 83.9% |
| General Operating | 2,898,201.46 | 23.5% | 2,001,430.14 | 246,299.95 | 77.6% | 327,380.33 | 88.9% |
| Office Furniture & Equipment | 79,701.00 | 0.6% | 18,505.70 | 2,030.88 | 25.8% | 0.00 | 25.8% |
| Client / General Assistance | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 0.00 | 0.0% |
| Indirect Cost | 5,916.54 | 0.0% | 5,916.53 | 0.00 | 100.0% | 0.01 | 100.0% |
| Total | 12,327,041.00 | 100.0% | 10,004,173.89 | 305,018.96 | 83.6% | 350,597.10 | 86.5% |

Department of Rehabilitation Services Financial Status Report FY 25

As of October 31, 2025

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 26

As of October 31, 2025

| Agency Summary | | | | | | |
|------------------------------|-----------------------|-------------------|----------------------|--------------|-----------------------|--------------|
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 94,941,599.00 | 50.7% | 27,892,204.27 | 29.4% | 65,628,688.91 | 98.5% |
| Travel | 1,767,991.00 | 0.9% | 423,891.92 | 24.0% | 24,395.50 | 25.4% |
| General Operating | 25,940,615.00 | 13.9% | 5,093,206.96 | 19.6% | 16,301,338.43 | 82.5% |
| Office Furniture & Equipment | 2,103,673.00 | 1.1% | 143,104.77 | 6.8% | 1,094,305.91 | 58.8% |
| Client / General Assistance | 52,319,857.00 | 28.0% | 10,409,463.95 | 19.9% | 41,276,067.68 | 98.8% |
| Indirect Cost | 10,100,358.00 | 5.4% | 3,208,266.08 | 31.8% | 6,892,091.92 | 100.0% |
| Total | 187,174,093.00 | 100.0% | 47,170,137.95 | 25.2% | 131,216,888.35 | 95.3% |

Department of Rehabilitation Services Financial Status Report FY 26

As of October 31, 2025

| All Programs | | | | | | |
|--|----------------------|-------------------|----------------------|--------------|----------------------|--------------|
| Vocational Rehabilitation and Services for the Blind & Visually Impaired | | | | | | |
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 30,745,704.00 | 34.1% | 8,933,934.69 | 29.1% | 21,025,903.72 | 97.4% |
| Travel | 1,280,300.00 | 1.4% | 301,571.33 | 23.6% | 0.00 | 23.6% |
| General Operating | 10,001,538.00 | 11.1% | 2,839,048.84 | 28.4% | 6,865,676.73 | 97.0% |
| Office Furniture & Equipment | 918,763.00 | 1.0% | 81,186.14 | 8.8% | 604,155.59 | 74.6% |
| Client / General Assistance | 43,190,857.00 | 47.8% | 8,024,023.99 | 18.6% | 34,743,191.76 | 99.0% |
| Indirect Cost | 4,141,700.00 | 4.6% | 1,361,499.00 | 32.9% | 2,780,201.00 | 100.0% |
| Total | 90,278,862.00 | 100.0% | 21,541,263.99 | 23.9% | 66,019,128.80 | 97.0% |
| Vocational Rehabilitation Grant | | | | | | |
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 27,947,251.00 | 32.7% | 8,111,444.30 | 29.0% | 19,078,032.47 | 97.3% |
| Travel | 1,245,300.00 | 1.5% | 296,270.45 | 23.8% | 0.00 | 23.8% |
| General Operating | 9,316,581.00 | 10.9% | 2,694,776.95 | 28.9% | 6,316,464.33 | 96.7% |
| Office Furniture & Equipment | 688,193.00 | 0.8% | 39,719.18 | 5.8% | 604,155.59 | 93.6% |
| Client / General Assistance | 42,444,667.00 | 49.7% | 7,899,769.82 | 18.6% | 34,222,274.20 | 99.2% |
| Indirect Cost | 3,813,836.00 | 4.5% | 1,249,921.98 | 32.8% | 2,563,914.02 | 100.0% |
| Total | 85,455,828.00 | 100.0% | 20,291,902.68 | 23.7% | 62,784,840.61 | 97.2% |

Department of Rehabilitation Services Financial Status Report FY 26

As of October 31, 2025

| All Programs Oklahoma School for the Blind | | | | | | |
|---|----------------------|-------------------|---------------------|--------------|---------------------|--------------|
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 7,565,178.00 | 65.3% | 2,379,855.21 | 31.5% | 5,082,356.40 | 98.6% |
| Travel | 92,200.00 | 0.8% | 20,131.14 | 21.8% | 420.00 | 22.3% |
| General Operating | 2,821,413.00 | 24.4% | 344,710.85 | 12.2% | 1,184,742.99 | 54.2% |
| Office Furniture & Equipment | 184,142.00 | 1.6% | 30,935.78 | 16.8% | 36,327.70 | 36.5% |
| Client / General Assistance | 42,000.00 | 0.4% | 11,029.87 | 26.3% | 0.00 | 26.3% |
| Indirect Cost | 873,770.00 | 7.5% | 280,303.83 | 32.1% | 593,466.17 | 100.0% |
| Total | 11,578,703.00 | 100.0% | 3,066,966.68 | 26.5% | 6,897,313.26 | 86.1% |

Department of Rehabilitation Services Financial Status Report FY 26

As of October 31, 2025

| All Programs Oklahoma School for the Deaf | | | | | | |
|--|----------------------|----------------------|---------------------|--------------|----------------------|--------------|
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 9,578,719.00 | 54.1% | 2,643,660.21 | 27.6% | 6,831,113.63 | 98.9% |
| Travel | 248,540.00 | 1.4% | 76,225.07 | 30.7% | 300.00 | 30.8% |
| General Operating | 5,709,119.00 | 32.2% | 552,433.91 | 9.7% | 3,560,120.16 | 72.0% |
| Office Furniture & Equipment | 584,505.00 | 3.3% | 25,899.16 | 4.4% | 279,687.62 | 52.3% |
| Client / General Assistance | 522,000.00 | 2.9% | 26,832.07 | 5.1% | 312,287.50 | 65.0% |
| Indirect Cost | 1,076,688.00 | 6.1% | 340,952.73 | 31.7% | 735,735.27 | 100.0% |
| Total | 17,719,571.00 | 100.0% | 3,666,003.15 | 20.7% | 11,719,244.18 | 86.8% |

Department of Rehabilitation Services Financial Status Report FY 26

As of October 31, 2025

| All Programs | | | | | | |
|-----------------------------------|----------------------|-------------------|----------------------|--------------|----------------------|--------------|
| Disability Determination Services | | | | | | |
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 38,154,742.00 | 68.5% | 11,168,357.05 | 29.3% | 26,685,276.75 | 99.2% |
| Travel | 52,001.00 | 0.1% | 6,688.05 | 12.9% | 22,775.50 | 56.7% |
| General Operating | 4,523,017.00 | 8.1% | 721,264.16 | 15.9% | 2,937,763.59 | 80.9% |
| Office Furniture & Equipment | 381,164.00 | 0.7% | 0.00 | 0.0% | 174,135.00 | 45.7% |
| Client / General Assistance | 8,565,000.00 | 15.4% | 2,344,411.58 | 27.4% | 6,220,588.42 | 100.0% |
| Indirect Cost | 4,000,991.00 | 7.2% | 1,223,279.71 | 30.6% | 2,777,711.29 | 100.0% |
| Total | 55,676,915.00 | 100.0% | 15,464,000.55 | 27.8% | 38,818,250.55 | 97.5% |

Department of Rehabilitation Services Financial Status Report FY 26

As of October 31, 2025

| All Programs DRS Support Services | | | | | | |
|--------------------------------------|----------------------|-------------------|---------------------|--------------|---------------------|--------------|
| | Budget | % of Total Budget | Expenditures | % Expended | Encumbrances | % Used |
| Personnel | 8,897,256.00 | 74.6% | 2,766,397.11 | 31.1% | 6,004,038.41 | 98.6% |
| Travel | 94,950.00 | 0.8% | 19,276.33 | 20.3% | 900.00 | 21.2% |
| General Operating | 2,885,528.00 | 24.2% | 635,749.20 | 22.0% | 1,753,034.96 | 82.8% |
| Office Furniture & Equipment | 35,099.00 | 0.3% | 5,083.69 | 14.5% | 0.00 | 14.5% |
| Client / General Assistance | 0.00 | 0.0% | 3,166.44 | 0.0% | 0.00 | 0.0% |
| Indirect Cost | 7,209.00 | 0.1% | 2,230.82 | 30.9% | 4,978.18 | 100.0% |
| Total | 11,920,042.00 | 100.0% | 3,431,903.59 | 28.8% | 7,762,951.55 | 93.9% |

Department of Rehabilitation Services

Financial Status Report FY 26

As of October 31, 2025

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



Human Resources Report

PERSONNEL ACTIVITY REPORT AS OF NOVEMBER 30, 2025

FILLED AND VACANT POSITIONS

Personnel Activity = 9 vacant positions filled / 51 positions in Announcement or Selection Process

| Division | Title/PIN | Date Vacated | Location | Begin date | End date | Ann. # | Action/Incumbent | Date Filled |
|----------|---|--------------|-----------------|------------|------------|--------|----------------------|-------------|
| EXEC | Public Information Officer / 1079 | 07/01/2025 | EXEC | 07/28/2025 | 08/14/2025 | 26-005 | Jaden Biffle | 11/03/2025 |
| MSD | Human Resources Management Spec / 1138 | 10/17/2025 | MSD | 10/24/2025 | Continuous | 26-025 | Currently Open | |
| MSD | Business Analyst / 1083 | 07/12/2024 | MSD | 05/22/2025 | 06/11/2025 | 25-106 | In Selection Process | |
| MSD | Administrative Assistant / 1068 | 03/31/2025 | MSD | 11/14/2025 | 11/24/2025 | 26-027 | In Selection Process | |
| OSB | LPN / 0420 | 09/22/2025 | OSB | 10/22/2025 | Continuous | 26-023 | Currently Open | |
| OSB | Direct Care Specialist / 0610, 0237 | 10/17/2025 | OSD | 07/08/2025 | Continuous | 26-002 | Currently Open | |
| OSB | Teacher / 0546 | 07/31/2025 | OSB | 05/15/2025 | Continuous | 25-100 | Wendy Burton | 11/01/2025 |
| OSD | Transportation Officer / 0460 | 09/22/2025 | OSD | 10/17/2025 | Continuous | 26-022 | Currently Open | |
| OSD | Construction/Maintenance Admin / 0007 | 09/02/2025 | OSD | 09/30/2025 | Continuous | 26-017 | Currently Open | |
| OSD | Teacher / 0423 | 06/01/2024 | OSD | 09/19/2025 | Continuous | 26-016 | Currently Open | |
| OSD | Sign Language Interpreter / 0186 | 07/31/2025 | OSD | 08/18/2025 | Continuous | 26-007 | Currently Open | |
| OSD | Construction/Maintenance Technician / 0102 | 07/31/2025 | OSD | 08/20/2025 | Continuous | 26-009 | Ronnie Merrell | 11/03/2025 |
| OSD | Speech Language Pathologist / P107653 | NEW PIN | OSD | 07/17/2025 | Continuous | 26-003 | Currently Open | |
| OSD | Construction/Maintenance Technician / 0245 | 05/12/2025 | OSD | 05/15/2025 | Continuous | 25-104 | Haden Denney | 11/02/2025 |
| OSD | Counselor / 1028 | 11/13/2024 | OSD | 01/24/2025 | Continuous | 25-062 | Currently Open | |
| OSD | Direct Care Specialist (Classroom) / P103831 | 09/30/2025 | OSD | 12/02/2024 | Continuous | 25-055 | Currently Open | |
| OSD | Early Development Specialist / 1496 | 07/31/2024 | OSD | 09/19/2024 | Continuous | 25-036 | Currently Open | |
| OSD | School Counselor / 1488 | 10/06/2022 | OSD | 07/15/2024 | Continuous | 25-007 | Currently Open | |
| OSD | Dir of Family and Early Childhood Services / 1494 | 05/10/2024 | OSD | 05/08/2024 | Continuous | 24-084 | Currently Open | |
| OSD | Teacher / 0635 | 07/31/2024 | OSD – Chickasha | 04/15/2024 | Continuous | 24-083 | Currently Open | |
| OSD | Sign Language Specialist, 2308 / 1090 | 07/20/2023 | OSD | 08/17/2023 | Continuous | 24-023 | Currently Open | |
| OSD | Direct Care Specialist (Dorm) / 0375, 0115 | 07/30/2025 | OSD | 10/24/2023 | Continuous | 23-032 | Currently Open | |

| | | | | | | | | |
|-----|---|------------|--------------------|------------|------------|--------|------------------------|------------|
| | | 08/20/2025 | | | | | | |
| OSD | Teacher, 2083 / 0890 | 08/01/2021 | OSD | 10/04/2023 | Continuous | 23-079 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0323 | 11/13/2025 | VR47 – OKC | 11/19/2025 | Continuous | 26-030 | Currently Open | |
| VR | Rehabilitation Technician / 0437 | 11/17/2025 | VR81 – Chickasha | 11/19/2025 | Continuous | 26-032 | Currently Open | |
| VR | Rehabilitation Technician / 0047 | 10/10/2025 | VR07 – Durant | 10/16/2025 | Continuous | 26-019 | Currently Open | |
| VR | Rehabilitation Technician / 0708 | 09/30/2025 | VR05 – Weatherford | 10/17/2025 | Continuous | 26-020 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0073 | 10/10/2025 | VR13 – McAlester | 10/17/2025 | Continuous | 26-021 | Currently Open | |
| VR | Rehabilitation Technician / 1189 | 09/30/2025 | VR44 – Stillwater | 10/17/2025 | Continuous | 26-024 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0191 | 10/24/2025 | VR81 – Chickasha | 10/24/2025 | Continuous | 26-026 | Melissa Farmer | 11/17/2025 |
| VR | Vocational Rehabilitation Specialist / 0066 | 08/08/2025 | VR81 – Chickasha | 09/02/2025 | Continuous | 26-010 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0516 | 10/01/2025 | VR80 – Tulsa | 09/09/2025 | Continuous | 26-013 | Monae Hubbard Thompson | 11/17/2025 |
| VR | Vocational Rehabilitation Specialist / 1040 | 09/17/2025 | VR11 – Idabel | 09/17/2025 | Continuous | 26-014 | Currently Open | |
| VR | Job Placement Specialist / 0372 | 07/01/2025 | VR47 – OKC | 09/19/2025 | Continuous | 26-015 | Currently Open | |
| VR | Programs Field Representative / 0786 | 08/31/2024 | VR – TBD | 05/01/2025 | Continuous | 25-093 | Currently Open | |
| VR | Job Placement Specialist / 0925 | 05/31/2023 | VR86 – Ada | 05/09/2025 | Continuous | 25-098 | Currently Open | |
| VR | Job Placement Specialist / 0270 | 11/30/2013 | VR12 – Lawton | 05/12/2025 | Continuous | 25-099 | Jamie Morgan | 11/17/2025 |
| VR | Behavioral Health Clinician / 0165 | 03/01/2011 | VR13 – McAlester | 05/15/2025 | Continuous | 25-101 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0056 | 06/12/2025 | VR08 – Enid | 05/14/2025 | Continuous | 25-102 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0646 | 08/01/2022 | VR41 – Ponca City | 04/25/2025 | Continuous | 25-090 | Currently Open | |
| VR | Assistive Technology Specialist / 0263 | 02/01/2025 | VR36 – OKC | 04/22/2025 | Continuous | 25-089 | Currently Open | |
| VR | Assistive Technology Specialist / 0085 | 05/01/2024 | VR36 – OKC | 04/18/2025 | Continuous | 25-085 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0659 | 11/30/2024 | VR38 – Okmulgee | 01/27/2025 | Continuous | 25-065 | Currently Open | |
| VR | Rehabilitation Technician / 0087 | 12/20/2024 | VR45 – Tulsa | 12/12/2024 | Continuous | 25-058 | Currently Open | |
| VR | Vocational Rehabilitation Specialist / 0169 | 10/01/2024 | VR45 – Tulsa | 11/19/2024 | Continuous | 25-052 | Currently Open | |

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|------|---|------------|-------------------|------------|------------|----------|-------------------------|
| VR | Vocational Rehabilitation Specialist / 0366 | 09/05/2024 | VR31 – OKC | 09/16/2024 | Continuous | 25-032 | Currently Open |
| VR | Vocational Rehabilitation Specialist / 1190 | 06/09/2023 | VR08 – Enid | 06/05/2023 | Continuous | 23-096 | 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 / 0557 | 02/28/2025 | VR80 – Tulsa | 11/03/2022 | Continuous | 23-037 | Jordan kay 11/17/2025 |
| VR | Vocational Rehabilitation Specialist / 0567 | 09/01/2020 | VR67 – Tulsa | 11/01/2023 | Continuous | 21-028.1 | Currently Open |
| SBVI | Rehabilitation Technician / 0038 | 11/03/2025 | SBVI90 – OKC | 11/10/2025 | Continuous | 26-028 | Currently Open |
| SBVI | Vocational Rehabilitation Specialist / 0367 | 10/28/2025 | SBVI64 – Tulsa | 11/12/2025 | Continuous | 26-029 | Currently Open |
| SBVI | Rehabilitation Technician / 0267 | 10/03/2025 | SBVI64 – Tulsa | 10/01/2025 | Continuous | 26-018 | Currently Open |
| SBVI | Rehabilitation of the Blind Specialist / 0679 | 08/22/2025 | SBVI90 – OKC | 09/05/2025 | Continuous | 26-011 | Currently Open |
| SBVI | Public Information Officer / 0198 | 08/24/2025 | SBVI72 – OKC | 09/09/2025 | Continuous | 26-012 | In Selection Process |
| SBVI | Rehabilitation Technician / 0817 | 08/31/2025 | SBVI91 – Tulsa | 08/14/2025 | Continuous | 26-008 | Taylor Baker 11/17/2025 |
| SBVI | Mechanical Systems Technician / 0560 | 08/11/2017 | SBVI33 – OKC | 06/03/2025 | Continuous | 25-114 | Currently Open |
| SBVI | Rehabilitation of the Blind Specialist / 0754 | 10/01/2018 | SBVI – TBD | 05/23/2025 | Continuous | 25-107 | Currently Open |

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|---|
| <u>DISCHARGES/RESIGNATIONS/RETIREMENTS = 7</u> |
| <u>As of November 30, 2025</u> |

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Retirement = 1

1 = 45 years 3 months

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 1

1 = 18 years 6 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

Trial Period Discharge = 1

1 = 1 month

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 1

1 = 10 months

DISABILITY DETERMINATION SERVICES

Resignation = 2

1 = 18 years

1 = 4 years 5 months

Retirement = 1

1 = 29 years 7 months

CURRENT FTE STATUS FY 2026


FTE as of November 30, 2025

| <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) | 82.3 | 76.00 | 3.00 | (1.00) | 78.00 |
| Vocational Rehabilitation | 230.0 | 208.00 | 23.00 | 0.00 | 231.00 |
| Services for the Blind and Visually Impaired | 113.0 | 102.00 | 7.00 | 0.00 | 109.00 |
| VR/SBVI-DP | 4.00 | 4.00 | 0.00 | 0.00 | 4.00 |
| Oklahoma School for the Blind | 100.0 | 95.00 | 3.00 | 0.00 | 98.00 |
| Oklahoma School for the Deaf | 131.5 | 114.00 | 15.00 | 0.00 | 129.00 |
| Total (NON-EXEMPT) | 660.80 | 599.00 | 51.00 | (1.00) | 649.00 |
| Disability Determination Services (EXEMPT) | 327.20 | 300.00 | 0.00 | (300.00) | 300.00 |
| TOTAL NON-EXEMPT & EXEMPT | 988.00 | 899.00 | 51.00 | (301.00) | 949.00 |

FY 26 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
 Mark Beutler, Director of Communications
 Kathleen Arrieta, Executive Assistant
 Brett Jones, Public Information Officer III



Visually Impaired and Blindness Empowerment (VIBE) Program

Visually Impaired and Blindness Empowerment (VIBE) Program

The VIBE program is made up of 4 unique opportunities to sharpen daily living, orientation and mobility and employment skills for SBVI (Services for the Blind and Visually Impaired) clients. The individual programs are traditional, mini, transition and employment VIBE.

Traditional VIBE is a 5-day assessment/training program for clients who have recently become visually impaired or blind or who have lost additional vision and need to learn basic adaptive low vision or blind living skills. This program is offered in Tulsa, Oklahoma City and during the summer at Oklahoma School for the Blind for up to 12 clients. The traditional VIBE program focuses on areas of advocacy, home/personal management, communication, technology, orientation and mobility, introduction to braille and kitchen safety/food preparation. During the summer residential program, clients have the chance to gain additional skills in the evening while dining out, playing adaptive games and learning about additional accommodations that are available to the public.

Mini VIBE is based on the traditional VIBE curriculum but designed for a smaller group. This allows for the curriculum to be completed over a 3-day period. The Mini VIBE program is offered in rural communities across the state several times a year, with 6 to 8 clients participating.

Transition VIBE is a 6-day residential program offered one week during the summer at the Oklahoma School for the Blind. This program offers clients age 16 to 21 assessment and training in daily living, orientation and mobility, technology, career search and job exploration. Evening activities offer clients the ability to use their independent skills to participate in dining out, group games and sports activities.

Our newest VIBE offering is employment VIBE. This 4-day program is designed to provide job-ready clients with the skills to seek, gain and retain employment. Areas covered include building a resume, job search, mock interviews, work accommodations, soft skills for employment, new hire paperwork and more. Oklahoma City hosted the first employment VIBE program in October 2025, and we plan to offer it in Tulsa in the spring, with rural locations being added during the upcoming year.

SBVI rehabilitation teachers, orientation and mobility instructors and assistive technology specialists work the traditional, mini and transition VIBE programs. SBVI counselors lead the employment VIBE program. All programs also incorporate advocacy training and a presentation from a DRS benefits planner to discuss the process of transitioning from SSA disability to employment.



Oklahoma Rehabilitation Council Report

Oklahoma Rehabilitation Council (ORC) Report

Since the last ORC report to the Commission, the Council finalized its FFY26 Strategic Plan, and the Executive Committee approved it on September 26, 2025. This report includes a copy of the final version for the Commission.

Executive Committee

The Executive Committee met on September 4, 2025, at the Strategic Planning meeting; all the objectives and activities for FFY25 were met. The Committee appreciates the Department of Rehabilitation Services (DRS) Executive Team for its assistance with this effort.

As the Committee overseeing the administration of the ORC contract, we are pleased to report that the FFY25 budget was successfully closed.

ORC received two appointments since the last report, and they were:

- Kennda Miller, replacing Jeff Newton as a previous consumer of Vocational Rehabilitation (VR), and
- Stephanie Hesser, replacing Shelley Gladden as an Advocacy Group Representative.

Advocacy Committee

This year, there will be a change from previous years, as the Program and Planning (P&P) Committee and the Policy & Legislative (P&L) Committee have merged and will now be known as the Advocacy Committee.

Both committees have been discussing this possibility for about a year. They both have Advocacy goals and objectives as their primary functions, and with Shelley's completion of both terms, it was a good time to make the change.

The Advocacy Committee met for the first time on September 4, 2025, during the Strategic Planning (SP) meeting.

The Committee will continue to actively support the DRS Process Improvement (PI) Unit and DRS in planning and developing the State Plan, the Customer Satisfaction Survey, and any other surveys involving individuals with disabilities.

It will also continue to coordinate activities with other Councils within the State to avoid duplication of efforts and will partner with DRS to celebrate People with Disabilities Awareness Day (PWDAD).

Transition Committee Report

The Transition Committee met at the Strategic Planning meeting on September 4, 2025.

The Transition Committee will continue promoting increased student and family involvement in transition planning by inviting students and families to share their transition experiences.

The Committee also assisted with planning the 2025 Oklahoma Transition Institute (OTI). The event took place on November 12 and 13 at the Tulsa Technology Center Owasso Campus.

Employment Committee Report

The Employment Committee met for the Strategic Planning meeting on September 4, 2025.

The Employment Committee will continue to support and collaborate with DRS's Business Services Program (BSP) in all its activities.

The Committee purchased notepads for the DRS Career Fair in Tulsa on October 30, 2025, and had a booth with ORC and ABLE Tech materials.

The ORC Quarterly Meeting calendar for FFY26 is as follows:

- Thursday, November 20, 2025, 9:30 am
- Thursday, February 19, 2026, 9:30 am
- Thursday, May 21, 2026, 9:30 am
- Thursday, August 20, 2026, 9:30 am

The meetings will be held at the Francis Tuttle Technology Center - Portland Campus.

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

Oklahoma Rehabilitation Council Strategic Plan for FFY2026

The Oklahoma Rehabilitation Council complies with the Federal Rehabilitation Act mandates through its strategic plan process and the following functions and related tasks.

The Mission of the Oklahoma Rehabilitation Council (ORC) is “To facilitate consumer education and empowerment, to assure services are of high quality and lead to the employment of individuals with disabilities within the state of Oklahoma.”

Advocacy Committee

Reviews, analyzes and advises DSA on the Core Common Measures of Section 106 of the *Rehabilitation Act* of 1973, as amended, by the Workforce Innovation and Opportunity Act (WIOA). Active participation in the DRS State Plan Meetings. Active participation on the DRS Statewide Assessment and analyze the trends of the Case Surveys.

Activities include, but are not limited to, advocacy and education, policy and State Plan review and State Plan Public Hearings. Also, responsible for the reviewing/monitoring of pending and current disability-related legislation, particularly with respect to impact on funding; suggest/develop legislation as needed. Active participation in the DRS Policy Re-engineering Committee. Support DRS with both national and state efforts to enhance advocacy activities and services for VR and Services for the Blind and Visually Impaired (SBVI) clientele.

Goal 1

In accordance with Section 105 (A)(c)(i) of the Rehab Act, the Program and Planning Committee, will quarterly or as necessary, review, analyze and advise the Designated State Agency (DSA) on the performance measurements, client surveys, Statewide Assessment, and other relevant data.

| Advocacy Committee Objectives | Met | Unmet/Reason |
|---|-----|--------------|
| Objective 1.1 Review, analyze, and advise the DSA regarding the performance of the State unit's responsibilities, particularly related to a) Eligibility, including order of selection; | | |

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| b) The extent, scope, and effectiveness of services provided; and c) Functions performed by DSA that affect or potentially affect the ability of individuals with disabilities in achieving employment outcomes. | | |
| Objective 1.2 Advise the DSA regarding activities and assist in the preparation of the Vocational Rehabilitation (VR) portion of the State Plan, amendments to the plan, applications, reports, needs assessments and evaluation. | | |

| Advocacy Committee Activities | Status | Unmet/Reason |
|--|--------|--------------|
| Activity 1.1 - Develop, agree to, and review State Plan goals, priorities, and recommendations. | | |
| Activity 1.2 – Review and evaluate Field Coordinators' data on the performance activities of the DSA at the quarterly ORC meetings. | | |

Goal 2

The Advocacy Committee will support quality customer services, career planning, and effective employment.

| Advocacy Committee Objectives | Met | Unmet/Reason |
|---|-----|--------------|
| Objective 2.1 - Assist the DSA with the continued improvement of consumer satisfaction surveys and review survey outcomes. | | |

| Advocacy Committee Activities | Met | Unmet/Reason |
|---|-----|--------------|
| Activity 2.1 Review findings related to special programs conducted by the DSA and give recommendations for continued or improved quality of service. | | |

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| Activity 2.2 Serve as a repository for disability-specific groups. Make recommendations to the Oklahoma Rehabilitation Council for potential collaboration, partnership, and/or initiatives with disability-specific groups. | | |
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Goal 3

The ORC will build capacity for consumer education and empowerment to showcase awareness and education for both consumers and employers.

| Advocacy Committee Objectives | Met | Unmet/Reason |
|--|------------|---------------------|
| Objective 3.1 Support DSA with disability-related legislation during the Oklahoma Legislative Session | | |

| Advocacy Committee Activities | Met | Unmet/Reason |
|---|------------|---------------------|
| Activity 3.1 Partner with DSA on “People with Disability Awareness Day (PWDAD)” by marketing the event, setting up an exhibitor booth, and participating in the legislative visits. | | |
| Activity 3.2 Continue participation and input with VR/SBVI Division Staff to ensure the DSA administrative rules align with the Rehabilitation Act, Oklahoma consumer needs, and employment outcomes. | | |
| Activity 3.3 Provide public comment on administrative rule changes, promote consumer attendance at all public hearings, and distribute flyers with a summary of proposed changes and information on public hearings. | | |
| Activity 3.4 ORC PM will coordinate to share pertinent disability-related information and resources with local district offices of Oklahoma’s US Congress members, legislators, and ORC partners. | | |

Executive Committee

Comprised of the SRC Chair, Vice-Chair, and 3 members-at-large. The Executive Committee also consists of the Associate Director and Director of Sponsored Programs of the OSU, Department of Wellness, who oversees the contractual administration of the ORC. Ensures that committees are assigned to meet the requirements of Section 105 of the Rehab Act with regard to Public Hearings, State Plan, Comprehensive Needs Assessment, Customer Satisfaction, and Annual Report.

Goal 4

Maintain standing committees that address the goals and objectives outlined by the ORC, the DSA State Plan, and the Rehabilitation Act (i.e., Policy and Legislative Committee, Program and Planning Committee, and Transition and Employment Committee). Every ORC member will serve on a committee(s).

| Executive Committee Objectives | Met | Unmet/Reason |
|---|-----|--------------|
| Objective 4.1 Prepare and submit to the Governor and to the Secretary no later than 90 days after the end of the Federal fiscal year an annual report on the status of vocational rehabilitation programs operated within the State and make the report available to the public through appropriate modes of communication. | | |
| Objective 4.2 Resources. The Council, in conjunction with the Designated State Agency, must prepare a plan for the provision of resources, including staff and other personnel, that may be necessary and sufficient for the Council to carry out its functions under this part. The resource plan must, to the maximum extent possible, rely on the use of resources in existence during the period of implementation of the plan. Any disagreements between the Designated State Agency and the Council regarding the amount of resources necessary to carry out the functions of the Council must be resolved by the Governor, consistent with paragraphs (i)(1) and (2) of this section. | | |

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| The Council must, consistent with State law, supervise and evaluate the staff and personnel that are necessary to carry out its functions. Those staff and personnel that are assisting the Council in carrying out its functions may not be assigned duties by the Designated State Agency or any other agency or office of the State that would create a conflict of interest. | | |
|--|--|--|

| Executive Committee Activities | Met | Unmet/Reason |
|--|-----|--------------|
| Activity 4.1 Meet with DSA Division Administrators and the State Director quarterly or as needed to maintain regular communication. | | |
| Activity 4.2 As a Council vacancy opens, the Program Manager will recruit, recommend, and consult with the Governor's Deputy of Appointments to ensure membership compliance with the Rehabilitation Act. | | |
| Activity 4.3 The ORC will partner with the SILC and send at least one representative to the SILC quarterly meetings. It will also conduct an orientation session for the new SILC members on the role of the ORC. | | |
| Activity 4.4 Continually review and update the ORC Website. | | |
| Activity 4.5 Review and approve the Council's Strategic Plan after the Strategic Planning Meeting. | | |
| Activity 4.6 ORC will continue to support the partnership between the DSA and OKTVR and will assist the OKTVR with the planning of their activities. | | |

Transition Committee

Active participation in the Oklahoma Transition Council. Support DRS with statewide efforts to enhance transition activities and services for youth in secondary settings to increase successful employment outcomes.

Goal 5

Facilitate the communication of transition services information and growth of partnerships between Tribal VR, DRS, DDS, OSDE, ODMHSAS, Career Tech, and other agencies/partners.

| Transition Committee Objectives | Met | Unmet/Reason |
|---|-----|--------------|
| <p>Objective 5.1 The ORC will facilitate the communication of transition services information and the growth of partnerships between stakeholders within the state to support students with disabilities, their families, and support systems.</p> <p>Activity 1. Facilitate an internal database of inclusive employers.</p> <p>Activity 2. Disseminate the database, database new partners (e.g., Coalitions, Evolution Foundation's list).</p> <p>Activity 3. Increase the collection of personal emails from professionals who attend the Oklahoma Transition Institute and regional trainings to maintain a current email list for sharing DRS transition information, Pre-Employment Transition Services, and self-determination training and resources.</p> <p>Activity 4. The ORC will disseminate information about the summer programs, transition fairs and other transition events that the Pre-ETS Specialists, DRS, schools, and stakeholders host for students and families within school districts across the state.</p> | | |
| <p>Objective 5.2 The ORC will highlight new resources, such as the DRS Transition Newsletter and the Plan Your Way OK website (planyourwayok.com). They will also continue raising awareness to support student and family engagement by sharing tools on self-advocacy, self-determination, effective transition programming, work-</p> | | |

| | | |
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| <p>based learning, and competitive integrated employment (CIE).</p> <p>Activity 1. Continue to disseminate resources, focusing on new partnerships.</p> <p>Activity 2. Promote the new statewide transition website, Plan Your Way OK (planyourwayok.com).</p> <p>Activity 3. Disseminate the DRS and Local Educational Agencies (LEAs) Collaboration Guide.</p> <p>Activity 4. Assist with the dissemination of the revised Transition Folders to students, families, educators, support staff, VR counselors, and support systems.</p> | | |
| <p>Objective 5.3 The ORC will promote increased student and family involvement in transition planning by inviting transition students and families to share their transition experience and/or professionals (educators, VR counselors and others) to share information (via a one-pager, virtually, video, in person, etc.) about transition programs (Pre-ETS, BEST, STEP, Project SEARCH, VIBE, STEM, Career Expos, etc.), including best practices at one of the ORC Quarterly meetings and in a brief video.</p> <p>Activity 1. Facilitate short (1-3 min) videos in conjunction with ORC presenters, DSACO, and DRS student spotlights.</p> <p>Activity 2. Collaborate with family organizations and other partners to identify additional students and families willing to share their experiences.</p> | | |

Goal 6

Continue to work with the DSA on the needs assessment of individuals with disabilities for transition career services and pre-employment transition

services. This goal will satisfy the final requirement listed in the VR Services portion of the Unified State Plan – Description – Statewide Assessment.

| Transition Committee Objectives | Met | Unmet/Reason |
|--|-----|--------------|
| <p>Objective 6.1 The ORC will continue to collaborate with the DSA Process Improvement staff on the needs assessment instrument to determine the needs of students.</p> <p>Activity 1. Annually review the State Department of Education, Special Education Child Count Data to study trends and report to DSA in order for the DSA to have an awareness of future needs of both consumers and personnel.</p> | | |

Goal 7

Promote self-advocacy and self-determination resources for youth and their families to increase future opportunities for success.

| Transition Committee Objectives | Met | Unmet/Reason |
|---|-----|--------------|
| <p>Objective 7.1 The ORC will promote self-advocacy and self-determination trainings and resources for students and their support systems to increase future opportunities for success by partnering with stakeholders within Oklahoma.</p> <p>Activity 1. Support state-level student engagement by identifying youth advocates across the state.</p> <p>Activity 2. Widely disseminate self-determination training and resources to partners utilizing listservs and the new personal email collection from Objective 5.1.</p> | | |
| <p>Objective 7.2 The ORC will assist in the development and dissemination of new resources to facilitate access to services for VR counselors, students and families,</p> | | |

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| <p>educators, work skills trainers, pre-employment transition specialists, and other support systems, including a DRS and LEA Collaboration Guide and Student Spotlight videos.</p> <p>Activity 1. At the ORC Quarterly meetings, the PM or the Transition Committee Chair will remind attendees to send new resources to the PM and Plan Your Way OK (planyourwayok.com).</p> <p>Activity 2. The DRS Transition Field Representatives will add a question, “Talk about a time when you advocated for yourself or someone else,” to their interview questions when they interview for the monthly “Student Spotlight” to provide advocacy examples for students from students.</p> | | |
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Employment Committee

The ORC Employment Committee will collaborate with DRS and its Business Services Program (BSP) to drive increased competitive integrated employment for people with disabilities, using innovative strategies and stakeholder partnerships.

Goal 8

Improve employment outcomes for Oklahomans with disabilities through innovation and partnerships.

| Employment Committee Objectives | Met | Unmet/Reason |
|--|-----|--------------|
| <p>Objective 8.1 Establish Industry Partnership Pilot Programs – Work with high-growth industries (e.g., healthcare, technology, manufacturing) to design and test pilot programs that provide training, apprenticeships, or internships for VR clients. These pilots will create new talent pipelines and connect Oklahomans with disabilities to career-track jobs while addressing employer workforce shortages.</p> | | |

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| <p>Objective 8.2 Implement Inclusive Employer Pledge & Recognition Program – Launch a statewide pledge campaign where businesses commit to inclusive hiring practices, and recognize top performers through an annual awards program. This initiative will both motivate employers and publicly celebrate companies leading the way in disability employment.</p> | | |
| <p>Objective 8.3 Develop Disability Employer Scorecard – Create a data-driven tool to track the score of disability inclusion (e.g., hires, wages, retention) of employers. The scorecard will be reviewed quarterly and published annually to show progress, identify gaps, and promote accountability in meeting statewide employment goals.</p> | | |
| <p>Objective 8.4 Establish Regional Employment Innovation Collaboratives (“Innovation Labs”) – Form regional teams of employers, BSP staff, VR counselors, workforce partners, and community orgs to co-design local solutions. These collaboratives will pilot innovative strategies like reverse job fairs or sector-specific bootcamps, then share successes statewide.</p> | | |
| <p>Objective 8.5 Expand Employer Education, Training, and Mentorship Supports – Deliver ongoing training and resources to help businesses hire and retain people with disabilities. Activities include a training series, employer-to-employer mentor networks, and toolkits that give practical guidance on inclusive hiring and workplace accommodations.</p> | | |
| <p>Objective 8.6: Launch Targeted Initiatives for Underserved Populations – Ensure equity in employment outcomes by focusing on rural Oklahomans, Tribal communities, minority populations, and</p> | | |

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| individuals with the most significant disabilities. Strategies include supported employment pilots, rural job fairs, tribal partnerships, and tracking equity data. | | |
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| Employment Committee Activities | Met | Unmet/Reason |
|---|-----|--------------|
| Activity 8.1 Industry pilots – Identify two key industries, co-design apprenticeships/training with BSP and employers, and launch at least one pilot program by mid-FFY2026. Success will be measured by hires, retention, and employer satisfaction. | | |
| Activity 8.2 Employer pledge & recognition – Develop an Inclusive Employer Pledge and Disability Hiring Toolkit, recruit at least 50 employers to sign in the first year, and host an annual Inclusive Employer Awards event (possibly tied to People with Disabilities Awareness Day or NDEAM). | | |
| Activity 8.3 Scorecard – Define baseline indicators (placements, wages, retention, engagement), review progress quarterly, and publish an annual “Disability Employer Report Card” highlighting successes and areas for improvement. | | |
| Activity 8.4 Regional collaboratives – Establish two regional “Innovation Labs,” hold quarterly meetings to co-design local solutions, and implement at least one pilot project per region (e.g., reverse job fairs, mock interview days, sector bootcamps). | | |
| Activity 8.5 Employer education & mentorship – Deliver a statewide Disability Inclusion Training Series, launch an Inclusive Employer Mentor Network with at least 10 employer pairs, and distribute an accessible Disability Hiring Toolkit to businesses. | | |
| Activity 8.6: Underserved populations – Expand supported employment/IPS | | |

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| programs, strengthen rural outreach through mobile/virtual job fairs, co-host events with Tribal VR programs, and use scorecard data to set and track goals across regions and populations. | | |
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Commission Minutes



Oklahoma Commission for Rehabilitation Services

REGULAR MEETING MINUTES

November 12, 2025

Disability Determination Services

**9801 N. Kelley Avenue
Oklahoma City, OK 73131**

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:39 a.m. by Commissioner Flannery with a quorum present: Theresa Flannery, Dr. Janet Barresi, Lyndsay Hanna, and Kelsey Lee. Kevin Wallace arrived at 10:43 a.m.

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 a longevity award to Chris Reagle, Athletic and Recreation Director, Oklahoma School for the Deaf, 35 years with DRS

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

Report Highlights:

Meetings and Events Attended in October and November

- Governor's Awards on Disabilities Program, where eight DRS clients were honored
- White Cane Safety Day
- State of the Art Conference focusing on inclusive post-secondary education
- Council of Administrators of Special Education Conference
- Oklahoma School for the Deaf Tour for Senate Caucus Retreat

Other Information:

- Process Improvement (PI)
 - Working on Power BI reports and developing a rollout plan for field use.
 - Developing internal control documentation to standardize the Help Desk and RSA 911 correction procedures.

- Program Standards, Statistical Research, Data Dashboards
 - Needs Assessment Recommendation meetings are in process, and working on a unified state plan for Vocational Rehabilitation Services (VR) and Services for the Blind and Visually Impaired (SBVI).
- Power Business Intelligence (Power BI)
 - Created and published new reports for Older Blind Staff.
 - Created list showing reports currently used by staff.

SCIENCE OF HOPE INITIATIVE, HOPE NAVIGATOR UPDATE

Hope Navigators Christopher Lange, Susan Sanchez, Tonya Garman and Brenda Knutson

The Science of Hope Initiative began in 2022, and today more than 600 DRS employees have participated in trainings. The Beyond Hope Academy is a four-month immersive experience for employees who want to deepen their understanding of Hope Science. There are now 12 Hope Navigators who serve across the agency to advance DRS's Hope centered vision. Six current initiatives include Hope Benches installed at DRS offices and schools statewide; a monthly video series designed to help supervisors integrate Hope Science into their everyday leadership; and participating in the Department of Human Services Hope Summit. Susan Sanchez shared her experience using Hope Science while working with a client.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, CFO

- Financial Status Report for FY 2025. As of September 30, 2025, the agency spent a combined (expenditures in FY 25 and FY 26) \$158.2M of the \$202.6M budget, with remaining encumbrances of \$16.2M which represent 86.1% of the budget.
- Financial Status Report for FY 2026. As of September 30, 2025, the agency spent \$34.5M of the \$187.2M budget, with remaining encumbrances of \$141.4M which represent 94% of the budget.

DRS advanced \$2.8M to cover November's payroll and operations for Disability Determination Services (DDS). These funds will cover DDS through December if the government shutdown continues. As long as the employees continue to work, DRS will be reimbursed for these funds.

HUMAN RESOURCES REPORT

Tom Patt, HR Director

As of October 31, 2025, 3 vacant positions were filled, and 56 positions were open. There were 14 separations, which included retirements, resignations, and discharges. There were 954 full-time equivalent (FTE) positions.

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED (SBVI) REPORT

Tracy Bringham, Division Administrator

Priority Group Update as of November 10, 2025

- On October 28th, 39 clients were released off the Priority Group 3 waitlist.
- Priority Groups 1 and 2 are open.
- Priority Group 3 is closed, clients waiting: 11
- Total clients on waiting list: 11

Portal Referral Update for October 2025

- 52 applications received:
 - 25 active assignments
 - 16 referrals pending assignment
 - 11 closed for reasons which include referrals to other agencies; open case or referral already; or did not show for services.

Other Updates Included:

Field Services: There were 142 successfully employed clients at the end of the year, with average wages of \$17.91, and an average of 37 hours worked per week.

Oklahoma Library for the Blind and Physically Handicapped (OLBPH): The federal government shutdown delayed library uploads to the National Library Services network. The library is on schedule to upload when the government reopens.

Ms. Bringham highlighted AIM (Accessible Instructional Materials) Center employee Jack Fox, who refurbished brailers to give to braille students for home use. So far, 31 brailers have been donated to students to keep at home.

DISABILITY DETERMINATION SERVICES

Jama West, Deputy Division Administrator

Disability Determination Services (DDS) staff make medical and vocational determinations of eligibility for those applying for Social Security Disability. DDS works with applications from Oklahoma, Texas, and Georgia. In Federal Fiscal Year 2025, DDS staff did an amazing job exceeding the Social Security Administration's targets for production, processing time, and accuracy.

DDS staff continue to work during the federal shutdown in order to mitigate any growing backlog of applications. Costs to operate DDS will be reimbursed once the federal government reopens.

COMMUNICATIONS REPORT

Mark Beutler, Director of Communications

- White Cane Safety Day was attended by more than 100 people and was covered by local television stations.
- New public service announcements (PSA) began airing in October and have played statewide on TV and Radio 47,530 times for a value of more than \$71,000.

- The PSA's can be viewed on the DRS website at www.okdrs.gov.
- People with Disabilities Awareness Day is set for March 10, 2026 at the Oklahoma History Center.

REVIEW OF VR/SBVI DENTAL SERVICES RATE CHANGES

Kathy Lowry, CPO and Compliance Officer

A proposal for an increase in the rates DRS pays for dental procedures for clients was proposed in order to keep pace with the current Medicaid rates paid to dentists. The increase in dental procedures costs is expected to cost DRS approximately \$5,703.97.

It was advised by the Commission to make sure that DRS continues to keep pace with Medicaid rates.

Commissioner Barresi made a motion to approve the increase in dental services rate changes as proposed. Commissioner Wallace seconded. All Commissioners voted in the affirmative and the motion carried.

DRS PROPOSED ADMINISTRATIVE RULE REVISIONS

Tina Calloway, Administrative Programs Officer; Policy, Administration and Development Section

The 2026 Proposed Administrative Rule Revisions were presented. During a discussion, additional changes were proposed by the Commission. The changes will be added to the Administrative Rule Revisions in preparation for the public hearing on January 14, 2026, and the final approval by the Commission on January 16, 2026.

Commissioner Wallace made a motion to authorize DRS to initiate the 2026 Permanent Rulemaking Process for the rules listed in the agenda as submitted and with the changes as discussed. Commissioner Lee seconded. Commissioners Flannery, Hannah, Lee, and Wallace voted in the affirmative. Commissioner Barresi voted in the negative. The motion carried.

REVIEW OF THE SEPTEMBER 17, 2025, OCTOBER 8, 2025, AND OCTOBER 28, 2025 COMMISSION MEETING MINUTES.

Commissioner Lee made a motion to approve to approve the minutes from September 17, 2025, October 8, 2025, and October 28, 2025 Commission meetings as submitted. Commissioner Wallace seconded. Commissioners Barresi, Flannery, Lee, and Wallace voted in the affirmative. Commissioner Hanna abstained. The motion carried.

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

Brent Pearce, Superintendent

The donations for October 2025 totaled \$1,055.00.

Commissioner Flannery made a motion to accept the October 2025 OSB donations. Commissioner Barresi seconded. All Commissioners voted in the affirmative and the motion carried.

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

Dr. Heather Laine, Superintendent

The donations for October 2025 totaled \$2,690.12.

Commissioner Barresi made a motion to accept the October 2025 OSD donations. Commissioner Wallace seconded. All Commissioners voted in the affirmative and the motion carried.

EXECUTIVE SESSION

Theresa Flannery, Chair

Commissioner Flannery made a motion to convene into an Executive Session to discuss the nominations for the annual Oklahoma Commission for Rehabilitation Services Award as authorized by 74 O.S. § 166.8(A)(2) and 25 O.S. § 307(B)(1). Commissioner Wallace seconded. All Commissioners voted in the affirmative and the motion carried.

VOTE TO RECONVENE INTO REGULAR SESSION

Commissioner Wallace made a motion to convene into regular session. Commissioner Barresi seconded. All Commissioners voted in the affirmative and the motion carried.

DISCUSSION AND ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

Commissioner Lee made a motion to give the Commission Award to nominee number 51. Commissioner Barresi seconded. All Commissioners voted in the affirmative and the motion carried.

ADJOURN

Theresa Flannery, Chair

Commissioner Flannery made a motion to adjourn. Commissioner Lee seconded. All Commissioners voted in the affirmative and the meeting was adjourned at 1:48 p.m.

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Oklahoma School for the Deaf Donation Report

OSD Donation Report

November 2025

Donations Under \$500.00


| Date | Name | Cash | Fund | Explanation | Property Value |
|-------------------------------------|------------------------------------|------------------|-----------------|--|--------------------|
| 10/6/2025 | Jamie Lynn Robinson | \$ 480.60 | 70100/10004-01 | National Basketball Championship Rings | |
| 11/5/2025 | Walmart | | Elementary | Gift Card for Elementary Parties | \$ 100.00 |
| 11/5/2025 | Heather Laine | \$ 85.00 | 20005 | Donation to Athletics | |
| 11/6/2025 | Ashlock Consulting/Matthew Ashlock | | 4th Grade Class | Book "Reading Strategy & Skill Resources | \$ 24.99 |
| 11/13/2025 | WPS | \$ 100.00 | 10003-01 | Clothes Closet | |
| 11/13/2025 | WPS | | Clothes Closet | Hygiene, laundry soap,etc... for dorms | \$ 160.74 |
| 11/13/2025 | Restored Hearts & Soles | | Student | Clothes Closet | \$ 121.74 |
| 11/19/2025 | Jamie-Lynn Robinson | \$ 200.00 | 10004-01 | National Basketball Championship Rings | |
| 11/19/2025 | Wings of OKC | | Clothes Closet | Hygeine Products for students | \$ 300.00 |
| 11/19/2025 | Period OKC | | Clothes Closet | Hygeine Products for female students | \$ 325.00 |
| Subtotal Cash Under \$500.00 | | \$ 865.60 | | Subtotal Property Under \$500.00 | \$ 1,032.47 |

Donations Over \$500.00

| Date | Name | Cash | Fund | Explanation | Property Value |
|------------------------------------|------------------------|--------------------|----------------|--|--------------------|
| 11/12/2025 | OSD Foundation | \$ 895.90 | 20085 | Teacher Grants | |
| 11/19/2025 | Jamie-Lynn Robinson | \$ 545.00 | 20005 | T-Shirt Fundraiser | |
| 11/19/2025 | Tecumseh Public School | | Clothes Closet | Shoes, underwear, polo shirts for students | \$ 680.00 |
| Subtotal Cash Over \$500.00 | | \$ 1,440.90 | | Subtotal Property Over \$500.00 | \$ 680.00 |
| Subtotal Cash Combined | | \$ 2,306.50 | | Subtotal Property Combined | \$ 1,712.47 |

Total donations for November 2025

\$4,018.97



Oklahoma School for the Blind Donation Report

OSB DONATION REPORT

November 2025 Donations

Donations under \$500

| Date | Name | Cash | Fund | Property | Value |
|------------|------------------------------------|-----------|------|-------------------|----------|
| 11/10/2025 | Patsi Nix Smith / FCCLA Food Drive | \$ 400.00 | 701 | | |
| 11/10/2025 | Shana Dry / FCCLA Food Drive | \$ 50.00 | 701 | | |
| 11/10/2025 | Sherry Holder | | | cups/ILS Supplies | \$ 50.00 |
| 11/17/2025 | Personal donations / Food drive | \$ 80.00 | 701 | | |

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|--|------------------|--|-----------------------|-----------------|
| Subtotal of Cash (under \$500) donated in November 2025 | \$ 530.00 | | Subtotal prop. | \$ 50.00 |
|--|------------------|--|-----------------------|-----------------|

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| Donations \$500 and over | \$ - | | | |
| 11/10/2025 Downtown Lions Club of Tulsa/CQ & BC | \$3,000.00 | 701 | | |
| 11/18/2025 The Nix Foundation / SCASB | \$ 5,000.00 | 701 | | |

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|---|--------------------|--|-----------------------|-------------|
| Subtotal of Cash (\$500 and over) donated in November 2025 | \$ 8,000.00 | | Subtotal prop. | \$ - |
|---|--------------------|--|-----------------------|-------------|

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|---|-------------------|--|--|--|
| TOTAL DONATION AMOUNTS November - 2025 | \$8,580.00 | | | |
|---|-------------------|--|--|--|