



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services

Commissioners
➤ Janet Barresi, Theresa Flannery, and Kelsey Lee

Regular Meeting

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

January 8, 2025

Empowering Oklahomans with Disabilities

**State of Oklahoma Commission for Rehabilitation Services
Regular Commission Meeting
January 8, 2025 at 10:30 a.m.**

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

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

There is no zoom option for this meeting. Sign Language Interpreters are provided for public accessibility.

Public Comment: Please sign up on arrival prior to the start of the meeting. 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 2024 Oklahoma Commission for Rehabilitation Services Award

Theresa Flannery, Chair

6. Executive Director's Report

Melinda Fruendt, Executive Director

- a) Executive Director Certificates of Appreciation
- b) Presentation of the Executive Director's Award
- c) Report which includes meetings and departmental updates
- d) Possible discussion

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7. Chief Financial Officer's Report

Kevin Statham, CFO

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

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8. Human Resources Report

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Tom Patt, HR Director

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

9. Legislative Report

Jennifer Hardin, Legislative Liaison

- a) Report on the status of commission expansion and legislative bills
- b) Possible discussion

10. Services for the Blind and Visually Impaired (SBVI) Report

Page 30

Tracy Brigham, Division Administrator

- a) Report on department updates including personnel changes; meetings and events.
- b) Priority Group / Portal Referral Updates
- c) Possible discussion

11. Overview of Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) Reimbursement Program.

Jason Price, Program Manager

- a) Overview and explanation of the SSI and SSDI reimbursement program.
- b) Possible discussion

12. Oklahoma School for the Blind (OSB) Report

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Brent Pearce, Superintendent

- a) Report on school updates including events and student activities.
- b) Possible discussion

13. Acceptance of Donations to the Oklahoma School for the Blind (OSB) Page 39

Brent Pearce, Superintendent

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

14. Oklahoma School for the Deaf (OSD) Report

Page 41

Dr. Heather Laine, Superintendent

- a) Reports on school updates including meetings, events, and student activities.
- b) Possible discussion

15. Acceptance of Donations to the Oklahoma School for the Deaf (OSD) Page 44

Dr. Heather Laine, Superintendent

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

16. Acceptance of Donations to the Oklahoma Library for the Blind and Physically Handicapped (OLBPH) Page 46

Kevin Treese, Program Manager, SBVI

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

17. Review of the Minutes from the December 11, 2024 Commission Meeting Page 48

Theresa Flannery, Chair

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

18. New Business

Theresa Flannery, Chair

Any matter not known about, or which could not have been reasonably foreseen prior to the time of posting (24 hours prior to the meeting) as authorized by 25 O.S. § 311.

20. 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: Wednesday, February 12, 2025



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
January 8, 2025

Remembrance

Dr. Herbert Meites passed away on December 14. Dr. Meites started with the Disability Determination Services in March 2013. As a Medical Consultant, Dr. Meites was known for his patience and passion for sharing his vast medical knowledge with his colleagues and DDS Examiner staff. He was first and foremost a gentleman in every sense of the word and he will be dearly missed.

**Executive
December**

12 – Business Services Impact Meeting.
13 – SILC and DSE meeting with Administration on Community Living; New View Stakeholders Meeting.
16 – OKIPSE, DRS and Career Tech meeting.
17 – New Employee Academy for VR/SBVI employees.
19 – OSB Christmas Program.
20-31 – Annual Leave and Holiday Leave.

January

1-3 – Holiday and Annual Leave.
6 – Meeting at state capitol on budget.
7 – VR/SBVI Performance Meeting.
8 – Commission for Rehabilitation Services Meeting; DRS Executive Team Meeting.

**Process Improvement (PI) – Lyuda Polyun
AWARE**

We are currently working with OU and the University of Missouri to clean up bad student service data to improve the accuracy of the RSA-911 report.

We plan to have Pre-ETS service data pulled into AWARE for services provided during November, ensuring readiness for the next quarter's RSA reporting.

We are planning to upgrade AWARE this week to address some issues we've been experiencing.

Program Standards, Statistical Research, Data Dashboards

The 2024 Open Case Client Satisfaction survey calls are ongoing. The first call attempts were completed on December 6. On December 9, the research staff met with the ORC staff for an update and the caller began working through the final contact attempts.

The staff continue to work on ongoing projects including the Needs Assessment and Power BI training.

As of December 16, the Counselor survey analysis is complete, and the report is in initial review.

Power Business Intelligence (BI)

Continuing the training in Coursera.

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. The contract with the contractor has been extended until 06/30/2025.

Completed projected with Chris Compton so he could automate his Contracts with Adobe Sign.

Completed the service account creation with OMES to use with Power Automate.

Ongoing AT testing with Dana Primm and Power BI.

Working on automating the QA process to send out emails to the owners.

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



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 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	576,045.80	86.2%	225,670.18	86.4%
Travel	1,389,950.00	0.7%	1,158,584.16	161,129.64	94.9%	24,964.51	96.7%
General Operating	32,597,028.16	17.4%	14,887,165.39	4,146,846.08	58.4%	4,737,281.33	72.9%
Office Furniture & Equipment	1,734,414.50	0.9%	796,788.30	90,519.13	51.2%	144,962.31	59.5%
Client / General Assistance	44,608,278.00	23.8%	25,904,903.20	8,738,162.29	77.7%	4,300,116.89	87.3%
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	13,712,702.94	79.8%	9,432,995.21	84.8%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

All Programs							
Vocational Rehabilitation and Services for the Blind & Visually Impaired							
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	%	Used
Personnel	30,477,753.00	36.6%	24,705,680.31	161,720.69	81.6%	53,481.94	81.8%
Travel	957,950.00	1.2%	875,369.66	105,333.16	102.4%	664.56	102.4%
General Operating	10,793,925.04	13.0%	6,737,347.58	966,021.92	71.4%	1,973,127.39	89.6%
Office Furniture & Equipment	736,508.00	0.9%	417,101.47	19,401.74	59.3%	98,784.64	72.7%
Client / General Assistance	36,379,278.00	43.7%	18,635,869.28	8,406,425.46	74.3%	4,634,209.15	87.1%
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	9,658,902.97	78.0%	6,760,267.67	86.1%
<i>Vocational Rehabilitation Grant</i>							
	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	104,692.45	102.0%	664.56	102.1%
General Operating	9,824,619.63	12.6%	6,300,587.79	862,228.09	72.9%	1,684,869.59	90.1%
Office Furniture & Equipment	543,960.00	0.7%	245,083.00	13,898.98	47.6%	98,784.64	65.8%
Client / General Assistance	35,655,667.00	45.6%	18,238,146.83	8,342,211.71	74.5%	2,353,065.14	81.1%
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	9,436,594.27	77.8%	4,154,727.38	83.1%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

All Programs							
Oklahoma School for the Blind							
	Budget	% of Total Budget	Expenditures	%	Expended	Encumbrances	% Used
Personnel	7,437,421.00	71.6%	7,177,444.13	34,590.36	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	220,954.14	77.3%	278,985.23	93.7%
Office Furniture & Equipment	285,127.00	2.7%	242,829.58	10,994.61	89.0%	9,389.03	92.3%
Client / General Assistance	76,000.00	0.7%	37,694.96	8,261.16	60.5%	0.00	60.5%
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	283,118.70	93.2%	292,915.89	96.0%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

All Programs							
Oklahoma School for the Deaf							
	Budget	% of Total Budget	Expenditures		% Expended	Encumbrances	% Used
Personnel	9,200,943.00	38.4%	7,604,141.14	83,649.35	83.6%	10,252.18	83.7%
Travel	154,500.00	0.6%	119,793.28	37,517.95	101.8%	711.70	102.3%
General Operating	12,434,302.14	51.9%	1,948,528.90	2,351,778.05	34.6%	1,584,773.62	47.3%
Office Furniture & Equipment	630,568.50	2.6%	104,821.52	60,122.78	26.2%	36,788.64	32.0%
Client / General Assistance	603,000.00	2.5%	185,330.85	29,739.64	35.7%	84,862.00	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	2,562,807.77	56.1%	1,717,388.14	63.3%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

All Programs							
Disability Determination Services							
	Budget	% of Total Budget	Expenditures	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	206,329.69	71.1%	647,697.34	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	774,833.94	88.6%	916,566.61	90.1%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

All Programs							
DRS Support Services							
	Budget	% of Total Budget	Expenditures	%	% Expended	Encumbrances	% Used
Personnel	8,575,757.00	73.3%	7,528,879.15	23,731.73	88.1%	122,401.22	89.5%
Travel	76,200.00	0.7%	55,705.63	7,513.60	83.0%	0.00	83.0%
General Operating	2,990,508.15	25.6%	1,985,727.05	401,762.28	79.8%	252,697.75	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	433,039.56	85.8%	375,098.97	89.0%

Department of Rehabilitation Services Financial Status Report FY 24

As of November 30, 2024

Personnel

Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

Travel

Travel - Agency Direct

Travel - Reimbursements

General Operating

AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

Inter/Intre Agency Payment for Personal Services

Maintenance & Repair

Miscellaneous Administration Fee

Professional Services

Production, Safety, Security

Refunds, Indemnities, Restitution

Rent Expense

Scholarships, Tuition and Other Incentive-Type Payments

Shop Expense

Specialized Supplies & Materials

Office Furniture & Equipment

Library Equipment & Resources

Office Furniture & Equipment

Client / General Assistance

Social Service and Assistance Payments

Indirect Cost

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 2024

Agency Summary						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	98,019,646.00	50.2%	35,204,539.40	35.9%	62,097,520.45	99.3%
Travel	1,343,060.00	0.7%	574,094.36	42.7%	23,754.20	44.5%
General Operating	25,393,035.00	13.0%	7,082,294.73	27.9%	13,934,784.54	82.8%
Office Furniture & Equipment	1,884,330.00	1.0%	232,428.56	12.3%	440,890.56	35.7%
Client / General Assistance	57,456,079.00	29.4%	10,024,682.10	17.4%	41,245,079.97	89.2%
Indirect Cost	11,335,951.00	5.8%	4,484,046.96	39.6%	6,851,904.04	100.0%
Total	195,432,101.00	100.0%	57,602,086.11	29.5%	124,593,933.76	93.2%

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 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	32.1%	10,821,790.07	34.5%	20,297,894.40	99.3%
Travel	985,400.00	1.0%	423,556.59	43.0%	300.00	43.0%
General Operating	11,330,169.00	11.6%	3,397,447.71	30.0%	6,825,967.69	90.2%
Office Furniture & Equipment	813,637.00	0.8%	83,261.92	10.2%	275,443.77	44.1%
Client / General Assistance	48,471,079.00	49.7%	7,530,963.39	15.5%	35,101,286.32	88.0%
Indirect Cost	4,669,771.00	4.8%	1,885,461.22	40.4%	2,784,309.78	100.0%
Total	97,611,133.00	100.0%	24,142,480.90	24.7%	65,285,201.96	91.6%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	28,555,136.00	31.2%	9,804,261.23	34.3%	18,579,501.25	99.4%
Travel	959,400.00	1.0%	406,969.63	42.4%	300.00	42.5%
General Operating	9,417,349.00	10.3%	3,228,468.10	34.3%	5,082,045.54	88.2%
Office Furniture & Equipment	613,131.00	0.7%	63,733.01	10.4%	275,188.77	55.3%
Client / General Assistance	47,709,667.00	52.1%	7,355,525.41	15.4%	34,695,291.44	88.1%
Indirect Cost	4,358,379.00	4.8%	1,759,963.76	40.4%	2,598,415.24	100.0%
Total	91,613,062.00	100.0%	22,618,921.14	24.7%	61,230,742.24	91.5%

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 2024

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,516,825.00	73.7%	2,899,987.31	38.6%	4,455,088.18	97.8%
Travel	68,200.00	0.7%	24,577.19	36.0%	300.00	36.5%
General Operating	1,452,632.00	14.2%	411,487.09	28.3%	1,059,896.26	101.3%
Office Furniture & Equipment	340,088.00	3.3%	52,926.73	15.6%	165,446.79	64.2%
Client / General Assistance	53,000.00	0.5%	4,077.50	7.7%	0.00	7.7%
Indirect Cost	765,664.00	7.5%	317,950.72	41.5%	447,713.28	100.0%
Total	10,196,409.00	100.0%	3,711,006.54	36.4%	6,128,444.51	96.5%

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 2024

All Programs Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,511,523.00	55.4%	3,103,868.66	32.6%	6,302,764.34	98.9%
Travel	140,700.00	0.8%	83,093.79	59.1%	1,285.45	60.0%
General Operating	5,480,725.00	31.9%	1,338,094.58	24.4%	1,832,558.99	57.9%
Office Furniture & Equipment	607,845.00	3.5%	81,279.98	13.4%	0.00	13.4%
Client / General Assistance	431,000.00	2.5%	16,219.86	3.8%	117,215.00	31.0%
Indirect Cost	995,725.00	5.8%	368,076.24	37.0%	627,648.76	100.0%
Total	17,167,518.00	100.0%	4,990,633.11	29.1%	8,881,472.54	80.8%

Department of Rehabilitation Services

Financial Status Report FY 25

As of November 30, 2024

All Programs						
Disability Determination Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	40,421,259.00	69.5%	15,122,552.30	37.4%	25,151,642.28	99.6%
Travel	69,500.00	0.1%	11,418.38	16.4%	21,868.75	47.9%
General Operating	4,196,880.00	7.2%	1,193,495.62	28.4%	2,666,927.81	92.0%
Office Furniture & Equipment	43,059.00	0.1%	4,484.99	10.4%	0.00	10.4%
Client / General Assistance	8,501,000.00	14.6%	2,473,421.35	29.1%	6,026,578.65	100.0%
Indirect Cost	4,898,302.00	8.4%	1,910,117.46	39.0%	2,988,184.54	100.0%
Total	58,130,000.00	100.0%	20,715,490.10	35.6%	36,855,202.03	99.0%

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 2024

All Programs						
DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,228,962.00	74.9%	3,256,341.06	35.3%	5,890,131.25	99.1%
Travel	79,260.00	0.6%	31,448.41	39.7%	0.00	39.7%
General Operating	2,932,629.00	23.8%	741,769.73	25.3%	1,549,433.79	78.1%
Office Furniture & Equipment	79,701.00	0.6%	10,474.94	13.1%	0.00	13.1%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	6,489.00	0.1%	2,441.31	37.6%	4,047.69	100.0%
Total	12,327,041.00	100.0%	4,042,475.45	32.8%	7,443,612.73	93.2%

Department of Rehabilitation Services Financial Status Report FY 25

As of November 30, 2024

Personnel

Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

Travel

Travel - Agency Direct

Travel - Reimbursements

General Operating

AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

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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 DECEMBER 31, 2024

FILLED AND VACANT POSITIONS

Personnel Activity = 5 vacant positions filled / 56 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
EXEC	Public Information Mgr. / Dir. of Communications / 1484	08/31/2024	EXEC	10/08/2024	Continuous	25-043	Mark Beutler	12/17/2024
DDS	Disability Program Administrator / 0758	11/01/2024	DDS	11/19/2024	11/27/2024	25-051	In Selection Process	
DDS	Disability Program Administrator / 0987, 1243, 1440, 1442	09/30/2022 12/01/2022 10/04/2024 06/01/2022	DDS	10/09/2024	10/17/2024	25-040	In Selection Process	
MSD	Administrative Programs Officer / 0649	11/21/2015	MSD	12/12/2024	12/18/2024	25-059	In Selection Process	
MSD	Administrative Programs Officer / 1082	08/01/2023	MSD	11/22/2024	12/13/2024	25-053	Currently Open	
OSB	School Superintendent / 0604	10/31/2024	OSB	12/06/2024	12/12/2024	25-056	In Selection Process	
OSB	LPN / 0420	11/03/2024	OSB	11/13/2024	Continuous	25-050	Currently Open	
OSB	Direct Care Specialist / 0421, 0378, 0235	10/01/2024 10/24/2024 11/30/2024	OSB	01/17/2024	Continuous	24-057	Bobbe Mayfield	12/09/2024
OSB	School Psychologist, 2045 / 0463	07/31/2023	OSB	10/26/2023	Continuous	23-095	Currently Open	
OSD	Direct Care Specialist (Classroom) / 0648, 0525	11/01/2023 01/01/2025	OSD	12/02/2024	Continuous	25-055	Currently Open	
OSD	Administrative Assistant / 0672	10/14/2024	OSD	10/21/2024	Continuous	25-046	Currently Open	
OSD	Early Development Specialist / 1496	07/31/2024	OSD	09/19/2024	Continuous	25-036	Currently Open	
OSD	Construction/Maintenance Tech / 0701, 1042	09/30/2024 10/01/2024	OSD	09/19/2024	Continuous	25-037	Currently Open	
OSD	Construction/Maintenance Tech / 0607	10/01/2024	OSD	09/24/2024	Continuous	25-041	Currently Open	
OSD	School Counselor / 1488	10/06/2022	OSD	07/15/2024	Continuous	25-007	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	Teacher / 0635	07/31/2024	OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open
OSD	Housekeeping/Custodial Worker / 0542	01/09/2024	OSD	01/17/2024	Continuous	24-058	Currently Open
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open
		03/10/2024 09/08/2024 10/01/2024 10/30/2024					
OSD	Direct Care Specialist (Dorm) / 0642, 0746, 0824, 0620, 0778	12/31/2024	OSD	10/24/2023	Continuous	23-032	Currently Open
OSD	Teacher, 2083 / 0890	08/01/2021	OSD	10/04/2023	Continuous	23-079	Currently Open
			VR13 – McAlester				
VR	Rehabilitation Technician / 0356	12/16/2024	VR – TBD	12/02/2024	Continuous	25-054	Currently Open
VR	Programs Manager / 1072	12/01/2024	VR45 – Tulsa	12/13/2024	Continuous	25-057	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	VR81 – Chickasha	11/19/2024	Continuous	25-052	Currently Open
VR	Vocational Rehabilitation Specialist / 0191	09/19/2024	VR12 – Lawton	10/07/2024	Continuous	25-044	Currently Open
VR	Vocational Rehabilitation Specialist / 0710	10/09/2024	VR38 – Okmulgee	10/21/2024	Continuous	25-047	Currently Open
VR	Rehabilitation Technician / 0440	10/01/2024	VR19 – OKC	10/29/2024	Continuous	25-049	Currently Open
VR	Rehabilitation Technician / 0278	11/01/2024	VR31 – OKC	10/29/2024	Continuous	25-048	Currently Open
VR	Vocational Rehabilitation Specialist / 0366	09/05/2024	VR80 – Tulsa	09/16/2024	Continuous	25-032	Currently Open
VR	Rehabilitation Technician / 0152	08/19/2024	VR Admin	09/13/2024	Continuous	25-033	Currently Open
VR	Programs Field Representative / 1172	03/01/2022	VR36 – OKC	09/17/2024	Continuous	25-035	Currently Open
VR	Programs Manager / 1133	12/01/2019	VR63 – Alva	08/21/2024	Continuous	25-028	Currently Open
VR	Vocational Rehabilitation Specialist / 0339	02/13/2024	VR23 – OKC	07/10/2024	Continuous	25-005	Currently Open
VR	Behavioral Health Clinician / 0034	04/30/2023	VR67 – Tulsa	04/10/2024	Continuous	24-080	Currently Open
VR	Vocational Rehabilitation Specialist / 0044	02/28/2024	VR47 – OKC	03/21/2024	Continuous	24-074	Currently Open
VR	Job Placement Specialist / 0925	05/31/2023	VR08 – Enid	12/04/2023	12/18/2023	24-046	In Selection Process
VR	Vocational Rehabilitation Specialist / 1190	06/09/2023	VR23 – OKC	06/05/2023	Continuous	23-096	Currently Open
VR	Behavioral Health Clinician / 0467	04/14/2023	VR41 – Ponca City	10/27/2023	Continuous	23-083	Currently Open
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022		01/24/2024	Continuous	23-038	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	
SBVI	Vocational Rehabilitation Specialist / 0563	04/01/2017	TBD	10/07/2024	Continuous	25-042	Currently Open	
SBVI	Programs Manager / 0260	08/01/2023	SBVI64 – Tulsa	08/06/2024	Continuous	25-021	Currently Open	
SBVI	Vocational Rehabilitation Specialist / 0709	06/30/2024	SBVI84 – McAlester	07/30/2024	Continuous	25-018	Amie Shivers	12/16/2024
SBVI	Rehabilitation of the Blind Specialist / 0582	06/28/2024	SBVI91 – Tulsa	07/29/2024	Continuous	25-017	Currently Open	
SBVI	Vending Facility Business Consultant / 0003	06/30/2023	SBV33 – OKC	05/01/2024	Continuous	24-090	Amanda Allen	12/01/2024
SBVI	Assistive Technology Trainer / 0654	01/03/2023	TBD	03/25/2024	Continuous	24-075	Brayan Zamarripa Venegas	12/02/2024

DISCHARGES/RESIGNATIONS/RETIREMENTS = 6

As of December 31, 2024

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 1

1 = 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 1

1 = 2 years 2 months

DISABILITY DETERMINATION SERVICES

Death = 1

1 = 11 years 8 months

Retirement = 3

1 = 23 years 5 months

1 = 24 years 5 months

1 = 14 years 11 months

CURRENT FTE STATUS FY 2025

FTE as of December 31, 2024

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	85.3	74.00	2.00	0.00	76.00
Vocational Rehabilitation	238.0	201.00	22.00	(1.00)	222.00
Services for the Blind and Visually Impaired VR/SBVI-DP	115.0	102.00	3.00	(2.00)	103.00
Oklahoma School for the Blind	4.00	4.00	0.00	0.00	4.00
Oklahoma School for the Deaf	100.5	96.00	5.00	0.00	101.00
	134.0	110.00	19.00	(1.00)	128.00
Total (NON-EXEMPT)	676.80	587.00	51.00	(4.00)	634.00
Disability Determination Services (EXEMPT)	342.40	328.00	5.00	(333.00)	333.00
TOTAL NON-EXEMPT & EXEMPT	1019.20	915.00	56.00	(337.00)	967.00

FY 25 Budgetary Limit = 1255

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

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



Services for the Blind and Visually Impaired Report

Services for the Blind and Visually Impaired Commission Report January 8, 2025

Field Services

New Hires

Counselor (OKC)—Hannah Dangle, September 16
Rehabilitation Teacher (OKC)—Charlotte Duthile, October 8
BEP Vending Machine Technician II—Jessie McDermid, November 1
Business Services Job Placement Specialist—David Lawrence, November 1
AT Trainer---Brayan Zamarripa, December 2
Counselor (McAlester)--- Amie Shivers, December 16

Vacancies

2 O&M – Tulsa and tbd
Programs Manager – Tulsa—interviews have been completed

September/October/November/December

The DA attended CSAVR, including the Leadership Forum and Directors Training and also attended NCSAB. Other SBVI employees or those involved with SBVI who also attended included: Renee Briscoe, CSAVR and NCSAB; Teresa McDermott, NCSAB; Yasmin Avila, CSAVR and Grant Moak, CSAVR and NCSAB.

A meeting was held October 29-30 for all SBVI/VR FC's and PM's. Some topics discussed were: self-employment, home and vehicle modifications, New Employee Academy, Sexual Harassment Policy and responsibilities for Supervisors, referral process for specific disabilities and multiple other topics.

The Governor's Disability Employment Awards were held at the Governor's Mansion on October 17 with many deserving clients, employers and supports awarded for their successes and efforts.

Instructional Staff continue with support groups in areas across the state. They set up speakers and provide topics that are helpful in a variety of areas. Through the support groups, 44 individuals were informed of voting rights prior to elections beginning.

The Owasso support group recently held their meeting at Cracker Barrel to provide practical lessons on restaurant etiquette, ordering food and mobility in an unfamiliar environment. This support group has grown to 16 and being held in a public place allows the public to learn as well.

White Cane Awareness Day was a success. The walk was held on October 15 in downtown Tulsa this year! The day began with Director Melinda Freundt

reading a proclamation from Mayor Bynum. The O&M Staff did a great job of planning the event!

VIBE was held in Tulsa October 7-11. Staff are actively involved in the training of participants in the program. Also, a mini-VIBE was held in Lawton in December. A mini-VIBE is a 3 day training to be held in as many rural areas as possible for those who cannot travel to OKC, Tulsa or Muskogee.

The DeafBlind program continues to grow with Kelley Gutierrez taking 4 applications in just one week. The new Counselor position has been posted for this program due to the growth and we hope to fill the position very soon.

The DeafBlind Symposium was held October 10-12 at Spring Valley Ranch in Eucha, OK. This semi-annual event is designed to empower the DeafBlind toward independence.

SBVI staff continue to participate in DRS/DDS Liaison Meetings as part of the collaboration to provide services to clients who came off of DDS's wait list and, moving forward, clients who decide they would like to become employed. As part of this collaboration, DA participated as a speaker at the Oklahoma Transition Institute along with VR DA Mark Kinnison and DDS's Melissa Gituma on the DRS/DDS Client Service Collaboration.

SBVI staff have been attending Regional IMPACT Meetings with our Business Services Unit across the state. These meetings are designed to strengthen relationships with employers in each part of the state.

On November 7, SBVI staff attended and were speakers at the Oklahoma Caregiver Coalition Family Caregiver Conference. The conference was held in person and online which allowed for SBVI staff to connect with thousands of caregivers across the state. The in-person locations were Oklahoma City, Tulsa, Enid, Ardmore and McAlester.

Community Events/Meetings:

Guthrie Fall Senior Health Fair; OCB Conference; Ada Public Library; Ardmore Job Fair; SWOSU Job Fair; OAER and AER; Cornerstone Home Health; OACEP; Canton Community Center; AVRT; Dare to Be Remarkable; LeadVR; CANAR

Presentations:

Moore Parks Department; Idabel Workforce Office In-service; Annual OCB Convention; Tulsa OCB Meeting; 7th Annual Oklahoma Family Caregiver Conference

The Change Teams (Recruitment and Retention; Process Improvement; Organizational Change and Culture), comprised of SBVI and VR employees, continue the process of holding regular meetings to develop ideas for improvements and efficiencies in the change team topic areas.

AT Services

	Sept	Oct	Nov	Dec
Assessments	21	22	26	21
Trainings	58	44	43	48
Training Hours	115	99	81	89

The SBVI AT Lab received the 12 new computers reported previously but there has been difficulty getting them set up. The OMES IT restrictions have been difficult and not conducive to the accessible programs needed by SBVI staff and clients. Several meetings have taken place with OMES IT, SBVI and DRS MSD to hopefully get a resolution soon.

Client Employment (Oct/Nov/Dec)

Average hourly wage = \$18.25

Average weekly hours worked = 36.6

BEP

A new Vending Machine Technician, Jessie McDermid, became a part of the team on November 1.

A new Business Consultant, Amanda Allen, joined the team on December 1.

The first Micro Market conversion opened at the Tulsa Behavioral Health Building. Previously the site had been vending only. Since the conversion, the site has increased sales from an average of \$1,531.00 per month to \$4,061.00 per month, which is an average increase of 162.25%.

A second Micro Market was opened at the Paige Belcher Federal Building. Previously vending only sales was averaging \$449.00 per month. After the conversion, the average monthly sales is \$4,335.00 per month which is an average increase of 865.48%.

Tulsa County courthouse recently partially opened. This is to be a hybrid fresh food service with a Micro Market for off hours. The fresh side service is not open yet, the Micro Market is 85% operational needing some items which have been ordered (supply chain from the manufacturer has been slow). Vending on this site averaged \$5,810.00 and first-month totals are \$11,722.00 which is an increase of 101.76% and this is only at 85% operational.

The airport TSA/flight line crew Micro Market, this is a new site obtained through homeland security who contacted Charles Pride. The site was added as a satellite and the estimated income was at \$800.00 per month. The Licensed Vendor is reporting a current average income of \$2,000.00 per month with income increasing each month. The plan is to expand this site after receiving permission from Homeland Security/TSA.

The BEP staff have been working very hard in 2024 to open new sites. There is also planning for future growth with bids for dining contracts at State DOC facilities and canteen services, pursuing services at Tinker AFB, Vance AFB and McAlester Ammunition Plant.

BEP Coordinator has been holding regular meetings to ensure active participation with the ECM in regard to Administrative Rules.

The RSA-15 has been completed for on-time annual submission. Thank you to BEP staff and Finance staff for completion of this report.

OLBPH

The major news is that the HVAC system is being replaced. This is great news but does create some difficulty in logistics regarding the work in the OLBPH. Most employees will be working remotely but some of the work must be completed in the building, such as the cartridge exchange and the AIM Center equipment processing. Temporary heating has been installed as of December 18 to assist in heating some areas of the building enough to allow for the required on-site operations to continue.

The librarians continue to serve library patrons and have also been working to comply with the Library of Congress' mandate to have parental acknowledgement forms on file for all patrons under 18 years of age.

Duplication on Demand (DoD)

SFY '25 as of 12/24 = 152,439

AIM Center

SFY '25 as of 12/24 Students Birth to 3 years = 737 Students PreK to Grade 12 = 533

The Prison Braille Program continues to be a successful collaboration. This collaboration has allowed the number of braille books distributed through the AIM Center to increase by over 427% since 2021 (from 23 books in 2021 to 327 books in 2024).

Studio

Despite the ability of employees to work in the library as needed, they have persevered and produced the Nov/Dec issue of "Oklahoma Today" magazine. The studio was able to bring back all narrators, whereas that was not the case with the previous issue to the extreme temperatures.

Business Services

- * 3 IMPACT Meetings with 117 employers/partners attending
- *2 Windmills Disability Awareness and Intent vs. IMPACT trainings to Western and Green Country Employers.
- *7 presentations to employers in the employers meetings hosted by OESC
- *3 job fairs hosted by OKDRS in conjunction with OESC in the Southern and South Central areas of the State
- *1 career club "Employment 101" for DRS job seekers in Western Oklahoma hosted at Autry Technology Center.


Division Administrator Activities:

Administration continues to work on PreETS CAP quarterly progress reports. The DRS Team also continues work with the NTACTION-C for assistance with PreETS contracts and spending, as well as the VR TAC-QM for assistance with the RSA Monitoring Report CAP.

The NCSAB Executive Committee continues to hold meetings with the RSA Commissioner and his team, holding "listening sessions", in hope of building the best relationships to move the future of VR in a positive direction.

VRTAC-QM ITAA Meetings; Randolph-Sheppard Troop Dining Meetings; NCSAB Executive Committee Meetings; Randolph-Sheppard Priority Meetings; DRS/DDS meetings; NTACTION:C Meetings; ORC; ORC Executive Committee; NCSAB Conference Planning; Performance Review Meetings; CSAVR Customer Service for Adults Committee; VRTAC-QM; Change Leader Meetings; Randolph-Sheppard Calls; FC/PM Meetings; DRS/DDS Sequencing of Services; PreETS CAP Revisions Meetings; Commission Meetings; DRS ETeam Meeting; Recruitment and Retention Planning Meeting; New Employee Academy Presentation; DDSD Waiver Language Meeting; Administrative Rules Meeting; TVR; OLBPH HVAC Meetings; RSA-17 Training; OTI Presentation Planning Meeting; White Cane Day; OSB White Cane Day; OSB Fund Raiser Dinner and Auction; Governor's Disability Employment Awards; CSAVR/NCSAB; FC/PM Meeting; OTI Presentation; OK DIF and CAP Meeting; OLBPH HVAC Meetings; Tulsa VR Unit Training on Blindness and Eye Reports; Director Meeting

Report respectfully submitted by Tracy Brigham, SBVI Division Administrator
January 8, 2025



Oklahoma School for the Blind Report

OSB Commission Report January 2025

OSB Goalball students traveled to Dallas on October 25-26. Three teams entered, playing 12 games and finishing runner up in the advanced division.

OSB Elementary students went trick or treating throughout the school.

Interim Superintendent, Brent Pearce and Dawn Bryant spoke at the Downtown Tulsa Lions Club meeting.

Mr. Butler held a mock presidential election for students.

The annual Cane Quest event was held on November 6. The event was held in Muskogee and the awards ceremony followed at OSB.

On November 11 OSB held a Veterans Day assembly to honor OSB veterans.

OSB had one student, Stephanie Glynn, participate in the FCCLA STAR event. The event was held at the Indian Capital Technology Center in Muskogee on November 12.

November 18 - Middle School students traveled to Tahlequah to visit the NSU College of Optometry. FCCLA students volunteered at the local food bank. Tonya Givens and Dawn Bryant spoke at the Tahlequah Lions Club meeting.

OSB FCCLA sponsored a food drive December 2 – 16.

The month of December, O & M students and instructors went to Tulsa to learn how to navigate the bus system.

Special Olympics students went bowling on December 2.

OSB wrestlers competed at Fort Gibson school.

On December 4, OSB staff were treated to a delicious Christmas lunch. The meal was provided by OSB Foundation and OSB E and A Team members. Later that evening, high school students traveled to Tulsa to go Christmas shopping at Woodland Hills Mall.

Elementary students were taken to Muskogee Wal-Mart to shop on December 10. Middle school students shopped on December 11.

December 16 – Mrs. Daniels class traveled to the Museum of Osteology. The high school choir sang at a local nursing home. Special Olympics went bowling. OSB residential students got to attend the Muskogee Christmas parade.

On December 17, the high school choir visited another local nursing home to sing to residents. OSB wrestlers competed in Bartlesville.


Dorm students were treated to Christmas parties on December 18.

OSB held its annual Christmas program on December 19. The choir performed several Christmas songs and then elementary students performed in an amazing play. Prior to the program, Muskogee Lodge 28 AF & AM, presented OSB with a check for \$11,500.00. This was for the proceeds and donation for the Spaghetti Dinner. DRS Director, Melinda Freundt, Tonya Garman, and Misty Simmons attended the program.

OSB began Christmas break and classes resumed on Monday, January 6.

Respectfully submitted,

Brent Pearce
OSB Superintendent



Oklahoma School for the Blind Donation Report

OSB DONATION REPORT

December 2024 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
12/2/2024	Maggie Mattox / FCCLA food drive	\$ 20.00	701		
12/9/2024	Cherokee County OHCE / FCCLA food drive	\$ 84.00	701		
12/9/2024	Park Hill OHCE / FCCLA food drive	\$ 80.00	701		
12/9/2024	ESA Delta Chi Chapter #1637 / Recreation	\$ 100.00	701		
12/10/2024	Sherry Holder / SCASB sponsor	\$ 251.00	216		
12/17/2024	Faye & Robert Miller / SCASB sponsor	\$ 400.00	216		
12/19/2024	Toby's Pit Stop / SCASB sponsor	\$250.00	216		

Subtotal of Cash (under \$500) donated in December 2024 **\$ 1,185.00** **Subtotal prop.** **\$ -**

Donations \$500 and over

		\$ -			
12/5/2024	ESA Intenational/Student Christmas	\$ 1,038.00	701		
12/10/2024	OFEBCY / Space Camp	\$ 3,192.11	701		
12/10/2024	OFEBCY / mini grant Paul Butler	\$ 1,000.00	216		
12/19/2024	Nix Foundation / \$3,100 Space Camp/\$3,500 SCASB	\$ 3,100.00	701		
		\$ 3,500.00	216		
12/19/2024	Muskogee Lodge 28 AF & AM / SCASB	\$ 11,500.00	216		

Subtotal of Cash (\$500 and over) donated in December 2024 **\$ 23,330.11** **Subtotal prop.** **\$ -**

TOTAL DONATION AMOUNTS December - 2024 **\$24,515.11**



Oklahoma School for the Deaf Report

Oklahoma School for the Deaf
Report for the DRS Commission
January 8, 2025
Dr. Heather Laine
Superintendent

We had a very busy and exciting fall semester, filled with numerous learning opportunities and engaging activities/events for the students.

September:

14 - Volleyball and Football Homecoming - VB team did well. Football team won.

17 - Middle and High School Students went to the Oklahoma State Fair with their teachers and staff.

25 - Youth Leadership Murray County began for three high schools (Davis, Sulphur, and OSD). This will continue once a month through the school year where the selected students will learn different aspects of Murray County.

October -

11-12 - Great Plains Schools for the Deaf (GPSD) Volleyball tournament was held on our campus with a total of 8 schools

12 - Dr. Laine was the keynoter and gave a presentation at Oklahoma Speech Language Hearing Association Conference

12 - Football game between OSD and Arkansas at Sulphur High School - OSD won

21- OSD Foundation Annual Golf Tournament was held at Dorrick Hills Country & Club

29 - OSD 2nd Annual Trunk or Treat Event for students and families

November -

Basketball Season Began for Girls and Boys (Middle School and High School)

6-7 - Dr. Laine and K-12 Career Specialist attended Oklahoma Transition Institute in OKC. K-12 Career Specialist was a presenter where she explained the Occupational Training for the Deaf (OTOD).

6-8 Three Early Development Specialists attended Language First conference

9-14 - Dr. Laine attended CEASD Leadership Academy as one of the mentors by providing support and guidance for the new school leaders from different deaf schools in Connecticut. (CEASD stands Conference of Educational Administrators of Schools and Programs for the Deaf)

13 - OSD hosted a Special Olympics event for their RISE and other schools in the gym.

16 - Family Connection Event was held in OKC where families with deaf or hard of hearing children gather resources to support their children.

December -

6-7 - Winter Basketball Tournament at our campus with a total of 4 schools for both girls and boys high school basketball teams.

7 - Outreach had their booth at the Center's Children Holiday Party in Tulsa.
9 - Santa visits our campus.
10 - Middle and High School Students went to Lyrics to see the Christmas Carol performance with their teachers and staff
10 - Elementary students was on a field trip to experience Polar Express Train with their teachers and staff
13-14 - High School Basketball and cheerleading teams went to Texas School for the Deaf for their tournament. They all placed 2nd place.
19 - We had a Christmas Performance at our auditorium. We had a great turnout with the families.

January 2025 - Upcoming

10-13 - High School Basketball Teams will travel to Arkansas for their tournament
17-20 - High School Girls Basketball team will travel to Minnesota to compete in the Division II tournament while OSD is hosting the Division II Tournament for Boys.
24-25 - Middle School Math Team will travel to Texas School for the Deaf for competition.

February 2025 - Upcoming


4-8 Robotics and Drone Teams will travel to Georgia for Robotics/Drone Competitions
7-9 High School Basketball Teams will travel to Arkansas for the GPSD Basketball tournament and cheer competition.
13-16 - High School Academic Bowl will travel to Colorado for the Regional Academic Bowl

OSD News as of January 2, 2025:

- OSD Football team was named the GPSD Football Champions for the 2024 football season.
- OSD Football Team was named the National Deaf Interscholastic Athletic Association (NDIIA) Division 2 Football Team of the Year. It is a Back-to-Back Champ.
- OSD Football Player Landen Fewell was named as the NDIIA Football Division 2 Player of the Year
- OSD Head Coach Sean Thomas Sledd was named as the NDIIA Football Division 2 Coach of the Year
- Alex Layton was named the 2024-2025 Student of the Year and will receive the award at People with Disabilities Awareness Day (PWDAD).
- OSD is preparing and getting ready for the CEASD Accreditation visit in the last week of February. The last time OSD got the CEASD Accreditation was in 2019.

- ASL Online Classes will begin on February 3 and end by June of this year. The registration will open on January 7th then closes on February 7.

Respectfully,
Dr. Heather Laine



Oklahoma School for the Deaf Donation Report

OSD Donation Report December 2024

Donations Under \$500.00


Date	Name	Cash	Fund	Explanation	Property Value
12/3	Restored Hearts & Soles		Student	1 Pair of shoes for a student	32.00
12/12	Murray County Tractor Club	250.00	21600	Children's Christmas	250.00
Subtotal Cash Under \$500.00				Subtotal Property Under \$500.00	282.00

Donations Over \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
12/3	Trinity Lutheran Church		Students	17 Handmade blanket quilts	1,275.00
12/4	OSD Foundation		Students	Christmas gifts for dorms	1,688.27
Subtotal Cash Over \$500.00				Subtotal Property Over \$500.00	2,963.27
Subtotal Cash Combined		250.00		Subtotal Property Combined	3,245.27

Total donations for December 2024

\$3,495.27



Oklahoma Library for the Blind and Physically Handicapped Report

OLBPH December 2024 Donation Report

Donations under \$500				
DATE	NAME	CASH	PROPERTY	VALUE
12/18/2024*	Vivian Choate	\$100		
12/19/2024	OSLS		Winter Reading Program Prize Mugs	\$301.80
12/19/2024	OSLS		Winter Reading Program Prize iPad	\$306.20
Subtotal of Donations Under \$500		\$708		

Total Donation Amount	\$708
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*Patron donation



Commission Minutes



Oklahoma Commission for Rehabilitation Services

REGULAR MEETING MINUTES **December 11, 2024**

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:31 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:

- Diana Smith, Assistive Technology Trainer, Services for the Blind and Visually Impaired; 25 years with the State of Oklahoma, 17 years with DRS
- Vickie Wilson, Financial Manager/Comptroller, 30 years with DRS

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

Director Fruendt announced that Mark Beutler has been hired for the position of Communications Director and his first day will be December 17th.

Highlights of Meetings and Events attended.

10/17 Governor's Disability Employment Awards

10/19 Council of Vocational Rehabilitation State Administrators Fall Conference

11/6 Disability Determination Services Town Hall; RSA Quarterly meeting.

Other Updates:

- The Workforce Innovation and Opportunity Act (WIOA) Annual Report was submitted before the October 1st deadline.

3535 N.W. 58th Street, Suite 500, Oklahoma City, OK 73112
o: 405-951-3400 | f: 405 951-3529 | Oklahoma.gov | okdrs.gov

Executive Director Melinda Fruendt
Commissioners Janet Barresi, Theresa Flannery, and Kelsey Lee

- The Rehabilitation Services Administration (RSA) form RSA911 PY24 Q1 was submitted before the November 15th deadline.
- Stephanie Roe gave a brief overview of the Corrective Action Plans (CAPs).

AWARE System

- The Pre-VR Portal is now operational.
- Staff started the AWARE Boot Camp for System Administrators.
- The team continues to test a new version of AWARE.

Program Standards, Statistical Research, Data Dashboards

- Oklahoma was selected for this year's Evaluation Peer Learning Cohort through the Dept. of Labor. The goal is to increase evaluation capacity and develop a capstone project.
- The Needs Assessment Counselor survey is complete. The final report is expected by the end of December.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, CFO

- Financial Status Reports for FY 2024. As of October 31, 2024, the agency had spent a combined \$146.6M of the \$187.3M budget, with remaining encumbrances of \$13.2M which represent 85.3% of the budget.
- Financial Status Reports for FY 2025. As of October 31, 2024, the agency had spent \$45.9M of the \$195M budget, with remaining encumbrances of \$135.7M which represent 93.2% of the budget.

OKLAHOMA REHABILITATION COUNCIL (ORC)

Carolina Colclasure, Program Manager

- The ORC Annual Report will be completed by December 30th.
- The ORC now has a full council with no vacancies.
- The Planning and Program Commission will continue to support DRS with the State Plan and the Customer Satisfaction Survey, and other surveys involving individuals with disabilities.

DISABILITY DETERMINATION SERVICES (DDS) REPORT

Keith Tiller, Division Administrator

- In early FY 2024, OK DDS staff were exceeding the target of completing 31,942 new applications for benefits. This target was negotiated with SSA as the staff was already exceeding the previous case target. The Social Security Administration (SSA) then added another 5000 cases to the target. DDS is completing 93.82% of the new target, even after notifying SSA that the new target was unattainable.

- OK DDS exceeded FY 2024 processing time targets for both new cases and cases that were appealed.
- OK DDS has improved accuracy in FY 2024, ending well above SSA's performance targets.
- During a brief discussion, it was noted that the total processing time for an applicant is about 180 days which includes the time the case is being processed at the Social Security Administration. An explanation of the application process will be given to the Commission.
- OK DDS has a lower percentage of cases (9.31%) that have been pending for over 180 days, compared to the Dallas region (42.35%) and nationally (31.63%).
- OK DDS will create a pre-development unit which will shorten wait times for a determination of benefits.

PRIORITY GROUP / PORTAL REFERRAL UPDATES

Tracy Brigham, Division Administrator, Services for the Blind and Visually Impaired

Priority Group Update as of December 4, 2024

- 115 clients were released off the Priority Group 3 waitlist on December 2nd.
- Priority Group 1 is open.
- Priority Group 2 is open.
- Priority Group 3 is closed, clients waiting: 34.
Total clients on waiting list: 34.

Portal Referral Update:

- Received 66 applications:
 - 35 active referrals.
 - 26 referrals pending assignment.
 - 2 referred to another agency.
 - 1 closed.
 - 2 followed through with applications.

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED (SBVI) AND VOCATIONAL REHABILITATION (VR) TRANSITION REPORT

Renee N. Sansom Briscoe, Transition Coordinator

Pre-Employment Transition Services (Pre-ETS) Update:

- The 25 Pre-ETS specialists are providing services in over 250 schools throughout the state, including Central Tech and Kiamichi Tech in northeastern Oklahoma.
- Work continues with Not Your Average Joe (NYAJ), FeedMeGems, and Bridges in Tulsa, all of whom employ students with disabilities and pay them at least minimum wage.
- Work continues with the Down Syndrome Association of Central Oklahoma (DASCO) which delivers Pre-ETS activities to working students.

Other Updates:

- The School Work Study program has 306 signed contracts for FY25.
- The Work Adjustment Training (WAT) has 15 contracts for FY25 and is expected to increase due to several inquiries from schools across the state.
- Project Search, which provides work-based learning and opportunities for students with severe disabilities, has 10 sites for the current school year serving 70 students.
- A new contract was developed to provide Certified Academic Language Therapists (CALTS) to students who have developmental dyslexia.
- The 2024 Summer programs, which served approximately 500 students from all over the state, included:
 - four Science Technology Engineering Mathematics (STEM) Camps
 - 30 Building Employment Skills for Today (BEST) Step programs
 - Sooner Works Academy
 - Visually Impaired Blindness Empowerment (VIBES)

DRS PROPOSED ADMINISTRATIVE RULE REVISIONS

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

The 2025 proposed rule summary and revisions were presented and can be obtained at [DRS Rules and Policies \(oklahoma.gov\)](https://oklahoma.gov/oklahoma/department-of-rehabilitation-services/programs-and-services/development-section/development-section-2025-proposed-rule-summary-and-revisions). The public hearing will be held on Tuesday, January 28th at 2:00 PM at the Department of Rehabilitation Services offices. These rules will be submitted for commission approval in February.

HUMAN RESOURCES REPORT

Tom Patt, HR Director

Personnel Activity report as of November 30, 2024: 10 vacant positions were filled; 53 positions were open. There were eight separations which include retirements, resignations, and discharges. There were 966 full-time equivalent (FTE) positions.

APPROVAL OF THE MINUTES FROM THE OCTOBER 16, 2024, COMMISSION MEETING

Theresa Flannery, Chair

A motion was made by Commissioner Barresi and seconded by Commissioner Lee to approve the minutes from the October 16, 2024, Commission meeting as submitted. All Commissioners voted in the affirmative and the motion carried.

APPROVAL OF THE MINUTES FROM THE OCTOBER 29, 2024, SPECIAL COMMISSION MEETING

Theresa Flannery, Chair

A motion was made by Commissioner Barresi and seconded by Commissioner Lee to approve the minutes from the October 29, 2024, Commission meeting as submitted. 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 2024 totaled \$445.06, and the donations for November 2024 totaled \$87.80.

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

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

Brent Pearce, Principal and Interim Superintendent

The donations for October 2024 totaled \$6,725.00, and the donations for November 2024 totaled \$11,271.00.

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the October and November 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, SBVI

The donations for October 2024 totaled \$1,800.00, and the donations for November 2024 totaled \$5,200.00.

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

EXECUTIVE SESSION

Theresa Flannery, Chair

A motion was made by Commissioner Flannery 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 Lee seconded. All Commissioners voted in the affirmative and the motion carried.

VOTE TO RECONVENE INTO REGULAR SESSION

A motion was made by Commissioner Flannery and seconded by Commissioner Barresi to convene into Regular Session. All Commissioners voted in the affirmative and the motion carried.

DISCUSSION AND ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

A Motion was made by Commissioner Flannery and seconded by Commissioner Barresi to give the Commission Award to nominee number 11. All three Commissioners voted in the affirmative. Motion passed.

NEW BUSINESS

Theresa Flannery, Chair

There was no new business.

COMMISSION COMMENTS AND ANNOUNCEMENTS

Theresa Flannery, Chair

Commissioner Barresi, along with Jennifer Hardin, gave a brief update on the initiative to expand the Commission.

ADJOURN

Theresa Flannery, Chair

A motion was made by Commissioner Flannery and seconded by Commissioner Barresi to adjourn. All Commissioners voted in the affirmative and the motion passed. The meeting was adjourned at 1:00 p.m.