



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services

**Commissioners Theresa Flannery and
Wes Hilliard**

Regular Meeting
and Video Conferencing

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

September 11, 2023

Empowering Oklahomans with Disabilities

**State of Oklahoma - Commission for Rehabilitation Services
Regular Commission Meeting**

September 11, 2023, at 10:30 a.m.

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

Commission link: <https://www.zoomgov.com/j/1610203522>

Phone: 1-669-254-5252

Webinar ID: 161 020 3522

Wes Hilliard, Commission Acting Chair
Theresa Flannery, Commission Member

Sign Language Interpreters are provided for public accessibility.

MEETING AGENDA

- 1. Call to Order and Roll Call.** Wes Hilliard
- 2. Statement of Compliance with the Open Meeting Act.** Carol Brown,
Commission Assistant
- 3. Review and discussion with possible vote for approval of the August 10, 2023, Commission for Rehabilitation Services regular meeting minutes.**
Wes Hilliard **PAGE 2**
- 4. Presentation of Longevity Certificate.** Wes Hilliard
- 5. Executive Director Certificates of Appreciation and Report.** Melinda
Fruendt **PAGE 7**
 - A. Executive Director Certificates of Appreciation.
 - B. Executive Director's report with possible Commission discussion. The report includes Executive Director's meetings with staff, and state meetings, updates on Federal Reporting, AWARE, Case reviews, and Statistical Research.
- 6. Priority Group, Portal Referrals Update, and Services to the Blind and Visually Impaired.** Tracy Brigham
 - A. Priority Group Updates with possible Commission discussion. Report includes status of Priority Groups II and III.
 - B. DRS Portal Referrals updates with possible Commission discussion.

C. Services to the Blind and Visually Impaired Report. Mrs. Brigham's report gives updates on field services, Oklahoma Library for the Blind and Physically Handicapped, AIM Center, Business Enterprise program, Recruitment and Outreach Coordinator, and the administrator's activities.
PAGE 10

7. Chief Financial Officer's Report. Kevin Statham

A. Financial report with possible Commission discussion of FY 2023 as of July 31, 2023. **PAGE 16**

B. Financial report with possible Commission discussion of FY 2024 as of July 31, 2023. **PAGE 23**

C. Review and possible vote on the FY 2024 Supplemental Budget Request and FY 2025 Budget Request. **PAGE 31**

8. Human Resource Director's Report. Tom Patt

Personnel Activity report with possible Commission discussion, as of June 30, 2023. The activity report has the current FTE status. **PAGE 39**

9. Oklahoma Commission for Rehabilitation Services 2024 Calendar with possible Commission discussion and vote. Wes Hilliard **PAGE 46**

10. Transition Programs, STEM, VIBE and Summer Transition. Renee Sansom Briscoe, Transition Coordinator **PAGE 48**

Mrs. Briscoe's report has updates on Pre-Employment Transition Services (Pre-ETS).

11. ABLE TECH Report. Allyson Robinson, Director of Accessibility Programs **PAGE 55**

Allyson Robinson's report is a year-end report from Oklahoma ABLE Tech. Her report provides Alternative Financing Program Report, Portfolio Performance, Loan Information, Creating an Accessible Workforce System for All contracts, and AT, AEM, and ICT Accessibility for Pre-ETS contracts.

12. Oklahoma Rehabilitation Council. Carolina Colclosure, Program Manager **PAGE 65**

Miss Colclosure's report has updates on the ORC's Committees.

13. Oklahoma Independent Living Council. Sidna Madden Trimmell, Executive Director **PAGE 69**

Mrs. Trimmell's report gives updates on monthly meetings, national conferences, events, and partnership conferences.

- 14. Abolishment of Fixed Rates for Supported Employment, Employment Retention, Job Placement, and Support Services for Employment Contracts.** Kathy Lowry, Manager/Compliance Officer **PAGE 73**

Mrs. Lowry requests possible Commission discussion and vote on the abolishment of fixed rates for supported employment, employment retention, job placement, and support services for employment contracts.
Grant

- 15. Oklahoma School for the Blind Donation Report.** Rita Echelle
PAGE 76
- 16. Oklahoma School for the Deaf Donation Report.** Dr. Heather Laine
PAGE 78
- 17. Proposed Executive Session. Discussion and possible action to enter Executive Session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the Performance Review and salary of the Executive Director.**
Wes Hilliard
- 18. Proposed Executive Session. Discussion and possible action to enter Executive Session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the resignation of the Commission Assistant.** Wes Hilliard
- 19. Vote to reconvene into Regular Session.** Wes Hilliard
- 20. Discussion and possible action on matters discussed in Executive Session.**
Wes Hilliard
- 21. New Business (“Any matter not known about, or which could not have been reasonably foreseen prior to the time of posting” 25 O.S. § 311).** Wes Hilliard
- 22. Announcements.** Wes Hilliard

Next Meeting:

Monday, October 9, 2023, at 10:30 a.m.

3535 NW 58th Street 2nd Floor

Oklahoma City, OK 73112

- 23. Public Comments.** Public

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

Adjourn. Wes Hilliard

COMMISSION MINUTES

Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services
In-Person and Videoconferencing
Commission Minutes
August 10, 2023

Wes Hilliard, Commission Acting Chair
Theresa Flannery, Commission Member

Sign Language Interpreters are provided for public accessibility

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:30 a.m. by Commission Acting Chair Hilliard. Two Commissioners were in attendance; therefore, there was a quorum.

PRESENT

Wes Hilliard, Commission Acting Chair
Theresa Flannery, Commission Member

STATEMENT OF COMPLIANCE

Carol Brown, Commission Assistant confirmed the Commission for Rehabilitation Services follows the Open Meetings Act.

COMMISSION MEETING MINUTES

Commission Acting Chair Hilliard asked for a motion and vote to approve the June 12, 2023, Commission for Rehabilitation Services Meeting Minutes.

Motion was made by Commissioner Flannery and seconded by Acting Chair Hilliard to approve the June 12, 2023, minutes. Both Commissioners voted in the affirmative. Motion passed.

LONGEVITY CERTIFICATE

Commission Acting Chair Hilliard recognized Karla Cunningham, from OSB, for **35 years** of service to the Oklahoma Department of Rehabilitation Services. Mrs. Cunningham works with blind/visually impaired children at the Oklahoma School for the Blind. Karla says this is a rewarding career. She recently finished her undergraduate degree at HBCU Langston University with a Bachelor's in Rehabilitation Counseling. She was born and raised in Muskogee, Oklahoma and is the youngest of nine children. Karla has three children, Adrian Dotson, Andrew Cunningham, and Ann Cunningham Green. She is soon to have her first granddaughter. Both Commissioners congratulated her on her 35 years of service.

EXECUTIVE DIRECTOR

Commission Acting Chair Hilliard recognized Melinda Fruendt, Executive Director. Mrs. Fruendt report included remembrance of Arthur Dignan and Sam Richard Fields, retired from OSD. Mrs. Fruendt also reviewed Executive Director's meetings with staff, and state meetings; RSA Monitoring and Technical Assistance (RSA) Update; DRS 30-year Anniversary celebration; update on the power of HOPE; and Process Improvement updates.

PRIORITY GROUP AND PORTAL REFERRALS UPDATE

Commission Acting Chair Hilliard recognized Mark Kinnison. Mark gave the Priority Group and Portal Referrals update.

Priority Group I is still open. July 25th one hundred thirty-five clients were released from Priority Group II. There are still one thousand two hundred thirty-four (1234) individuals in Priority Group II; and one hundred ninety-three (193) in Priority Group III, for a total of one thousand three hundred twenty-nine (1,329) individuals.

As of August 8, there have been a total of three hundred sixty-two (362) on-line referrals of which one hundred twenty (120) are either active or pending action. Seventy-two (72) applications have been taken.

FINANCIAL

Commission Acting Chair Hilliard recognized Kevin Statham, Chief Financial Officer to present the Financial Status report as of June 30, 2023

HUMAN RESOURCES

Commission Acting Chair Hilliard recognized Tom Patt.

- A. Mr. Patt reported on the Personnel activity as of June 30, 2023.
- B. The following new employees were introduced:

SBVI counselor Latifa Wright.

BEP Coordinator Chris Brannaman.

Brian King, Community Recruitment Counselor.

SUCCESS STORY

Commission Acting Chair Hilliard recognized David Kemp, VR Specialist. He presented Kaylie Minter of Broken Bow. A graduate of the Oklahoma School for the Blind. Miss Minter gives credit to Pre-Ets Transition Program and the Oklahoma School for the Blind staff who have helped her guide through high school and become self-sufficient. Kayli was born with optic nerve atrophy, a condition where the optic nerve never fully develops. Kaylie said the school made her more independent than she thought she could be. She plans to pursue a job in physical therapy or may opt for additional education in cosmetology. Miss Minter is quoted as saying: "Absolutely, this school and its staff have gone above and beyond, and I have had opportunities here that I don't think I would have gotten in a regular public-school setting."

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES 2024 CALENDAR

Commission Acting Chair Hilliard said the draft of the 2024 Commission meeting schedule is for review and will be on the agenda in September for possible discussion and vote. Commissioner Flannery and Commissioner Hilliard asked Grant Moak, legal counsel, if having the meetings on a Monday is a legislative issue or can the day be changed. Mr. Moak said the day could be changed, and Commissioner Flannery and Commissioner Hilliard agreed Wednesday is a much better day for them since they are both employed in the public sector. Commission Assistant Carol Brown said she would update the calendar to Wednesdays and send to E-Team and Commissioners prior to the meeting in September where it will be ready for possible discussion and vote.

OKLAHOMA SCHOOL FOR THE DEAF REPORT AND DONATION REPORT

Commission Acting Chair Hilliard recognized Dr. Heather Laine.

- A. Dr. Laine's report has an OSD Overview; and updates on Operations, Family and Early Childhood Services, Outreach program, Special Education Department, Instructional program, ASL services and student life.
- B. Dr. Laine presented the OSD July 2023 Donation Report.

Motion was made by Commissioner Flannery and seconded by Acting Chair Hilliard to approve the July 2023, OSD donations. Both Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE BLIND REPORT AND DONATION REPORT

Commission Acting Chair Hilliard recognized Rita Echelle.

- A. Mrs. Echelle's report shows student and staff activities; dedication of Callie Jordan Stinson Memorial Walkway; update on greenhouse; prom and graduation activities; on campus renovations; and preparations for the 2023-24 school year, which starts August 14, 2023.
- B. Mrs. Echelle presented the OSB July 2023 Donation Report.

Motion was made by Commissioner Flannery and seconded by Acting Chair Hilliard to approve the July 2023, OSB donations. Both Commissioners voted in the affirmative. Motion passed.

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

Commission Acting Chair Hilliard recognized Kevin Treese, OLBPH Programs Manager. Mr. Treese reported on the July 2023 OLBPH donations.

Motion was made by Commissioner Flannery and seconded by Acting Chair Hilliard to approve the July 2023, OLBPH donations. Both Commissioners voted in the affirmative. Motion passed.

VOTE TO CONVENE INTO EXECUTIVE SESSION

Motion was made by Commissioner Flannery and seconded by Acting Chair Hilliard to convene to an Executive Session. Both Commissioners voted in the affirmative. Motion passed.

EXECUTIVE SESSION

Discussion and possible action pursuant to 25 O.S. § 307 (B)(1), for the purpose of discussing the Performance Review of the Executive Director.

VOTE TO RECONVENE INTO REGULAR SESSION

Motion was made by Acting Chair Hilliard and seconded by Commissioner Flannery to reconvene to an Executive Session. Both Commissioners voted in the affirmative. Motion passed.

DISCUSSION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

There was no action taken in the Executive Session.

NEW BUSINESS

Commission Acting Chair Hilliard asked if there was any New Business. There was none.

ANNOUNCEMENTS

Commission Acting Chair Hilliard announced the date and location of next regular meeting of the Commission for Rehabilitation Services is **September 11, 2023**, at 10:30 a.m., DRS State office 3535 NW 58th Street, 2nd Floor Oklahoma City, OK 73112.

PUBLIC COMMENTS

Commission Acting Chair Hilliard asked if there were any public comments. Jonathon Cook said there were none.

ADJOURNMENT

Motion was made by Commission Acting Chair Hilliard and seconded by Commissioner Flannery to adjourn. Both Commissioners voted in the affirmative. Motion passed

**Respectfully submitted by Carol Brown, Commission Assistant
August 10, 2023**

EXECUTIVE DIRECTOR'S REPORT

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
September 11, 2023

Executive

July

26-27 – Quality Management Technical Assistance Center for VR – Training on Fiscal changes.

28 – Governor’s Council on Workforce and Economic Development Meeting.

31 – Final Teams meeting with Rehabilitation Services Administration on Monitoring.

August

1 – Oklahoma School for the Deaf – Welcome back to Staff and Teachers.

9 – Oklahoma Inclusive Post-Secondary Education Meeting.

10 – Commission for Rehabilitation Services Meeting.

11 – Human Services Cabinet Meeting.

15 – Pre-Employment Transition Services meeting with the National Technical Assistance Center on Transition: The Collaborative (NTACT:C).

17 – Oklahoma Rehabilitation Council Meeting.

18 – Oklahoma Commission on Children and Youth Retreat.

21 – Meeting with Representative Elynn Hefner on Interim Studies.

24 – Oklahoma Able Tech – Device Reutilization Program Open House.

25 – Director Meeting on collaborations on Pre-Employment Transition and Transition Services between VR and OSD; SBVI and OSB.

28-29 – Select Oklahoma Conference on Economic Development.

September

7 – Oklahoma Rehabilitation Council Strategic Planning Meeting; WIOA Core Partners Meeting.

Process Improvement (PI)

Federal Reporting

RSA911 Q4 PY22 was submitted ahead of August 15 deadline.

AWARE

The AWARE team completed data corrections on the RSA-911 quarterly report, which was submitted this month, marking the completion of Program Year 2022 reporting.

We are making significant progress on the API portal project, which will enable us to extract data collected by contracted pre-ETS instructors via a web portal directly into the AWARE system. Our goal is to have it up and running by the end of September 2023.

We have been collaborating with DRS Purchasing to implement a new method for purchasing client services using P-Cards. This new method will allow for reporting in the AWARE system.

We have been working closely with the Financial Services Division to establish procedures for implementing fiscal reporting controls recommended by RSA during their recent monitoring visits.

Case Review

The QA team completed open case reviews of caseloads across the state for Federal compliance.

Staff Beck Wiersig attended the PEQA (Program Evaluation Quality Assurance) conference in Burlington VT, August 28-30th. This was the 14th Annual Summit on Performance Management. Information to be shared with the Unit.

Program Standards, Statistical Research

The research staff completed the Spring/Summer VIBE feedback report for SBVI.

The Program Standards Supervisor attended enrollment/drop-off day at OSB to conduct the in-person portion of the OSB parent satisfaction survey.

The staff continues to work on the 2023 Legislative map and separate program maps for OSB and OLBPH.

The staff are working with the AWARE team on the Agency Program Information worksheet for Finance.

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

**SERVICES
FOR THE BLIND
AND VISUALLY
IMPAIRED REPORT**

SBVI Commission Report August 2023

Field Services

May

Staff from VR, SBVI and Business Services met with the Mayor of Lawton for an informative discussion and Q&A session. This was an event organized by Lawton Mayor Stan Booker as he has several constituents with blind and deaf issues. DRS staff in attendance included, from SBVI, Tammie Jones and Brian Montgomery, and from VR, Terri Murphy and Krista McKelvin, Debra Lefler from Business Services and Tonya Garmin. There were reportedly around 20 constituents in attendance and the Mayor indicated that it was a very informative and successful meeting and may be repeated every year or so.

SBVI staff attended the graduation ceremony at the Oklahoma School for the Blind. There were 9 students who graduated those students are already working with our SBVI counselors toward their vocational goals. In SBVI, we value our relationship with OSB because it is vital that our field staff stay involved with OSB and the students to help engage and guide them toward the world of work.

SBVI employment services had 2 new graduates of the BEP training program. This year a hybrid training program was implemented which was comprised of online training curriculum and in-house, hands-on training in the form of On-the-Job Experiences with some of our current licensed managers. One of the graduates, Tim McCann from Claremore, has already bid on and been awarded facilities in Tulsa and we are very excited to watch him grow in his career as a licensed manager!

June

SBVI celebrated Deaf/Blind Awareness by hosting an event at the OLBPH. Deaf/blind awareness has been celebrated nationally during the last week of June since 1984. During that week activities and celebrations are held across the nation to recognize Helen Keller's contributions to the education and advocacy of deaf/blind individuals. The SBVI celebration held on June 30th featured speakers including Teresa McDermott, Field Service Coordinator, Director Melinda Fruendt and Jeri Cooper, who is herself deaf/blind and is a prior SBVI client and employee and who, although retired from DRS, is still very active in the deaf/blind community. We also broke ground on the future site of a memorial tree in remembrance of Joan Blake, former SBVI deaf/blind counselor, with Division Administrator Tracy Brigham as speaker. The event, which was open to the public, was attended by approximately 50 clients, staff and members of the community.

June and July

SBVI instructional staff completed another summer of VIBE trainings, which were held on the OSB campus. Big thank you to the OSB staff who are always invaluable to us and to all the counselors, PMs and other SBVI staff who presented and helped during the 3 weeks of VIBE. We successfully graduated 11 clients from June adult program, 8 from transition VIBE, and 11 from July adult VIBE, for a total of 30 transition and adult clients for which SBVI provided assessments and training, and hopefully impacted and inspired them to further improve their skills, and where possible, work toward gainful employment. We plan to hold VIBEs in both Oklahoma City and Tulsa this Fall.

July

SBVI Rehabilitation teachers Jenifer Harris and Debbie Eagle had an information table at the 2023 Senior Lifestyle and Wellness Expo held at Expo Square, Exchange Center in Tulsa. It was a free event for the community and open to the public and featured News Six anchor Lori Fullbright on the Senior Stage and gave her popular “Cons, Frauds and Scams” talk. Businesses that were included were Tulsa Transit, Oklahoma Library for the Blind and Physically Handicapped, NanoPac, Inc., Creek County Senior Nutrition, Traditions Hospice Care, Oxford Healthcare, Hearts of Hearing Audiology Company, Galleri Cancer Detection Company, Season’s Hospice, and many more—an estimated more than 200 seniors stopped by the DRS SBVI table.

Counselor Sandy Evans worked an information table at the 2023 7th Annual Back to School Community Resource Fair held at Expo Square, Central Park Hall in Tulsa. DRS employees Chris Compton, Yasmin Avila Guillen and Merlyn Romero were present and assisted at the event. This event was a free event for the community and open to the public and featured free haircuts, immunizations, dental screenings as well as backpacks and school supplies. Presenting organizations included Coalition of Hispanic Organization, Tulsa Public schools and Tulsa Area United Way. The team distributed brochures about agency services in English and Spanish to numerous event attendees. A large majority of event attendees were Hispanic so having DRS staff to present information and provide Spanish interpretation was most beneficial. An estimated more than 500 adults along with children stopped by DRS table.

One of the things our Rehabilitation Teachers are really good at is helping to start support groups out in the communities in which they work. Generally, the teacher gathers interested people with blindness and low vision and leads the group for a few sessions to get it started. The goal is to find a leader within that group who can take over so the teacher can back out. We are excited to report that Jenifer Harris, who is a fairly new rehab teacher in Tulsa has been instrumental in starting a support group in Sapulpa. The first meeting was at the Sapulpa Community Center on August 21, 2023. The community center is even letting the group use the facility for free. They have scheduled monthly meeting for the remainder of 2023. This is exciting because the VIBE program support groups bring people with vision issues together so they can be a support to each other and realize that they are not the only one who is dealing with vision loss or blindness.

On July 30-August 5th, the 2023 Beep Ball World Series was held in Norman. SBVI staff assisted in presented to hotel staff at the Norman Embassy Suites about blindness etiquette in preparation for this event and the influx of blind individuals who will be in town for this event.

Trey Lewis, Liz Scheffe and Debi Trout, along with staff from New View Oklahoma, provided instruction on such things as human guide, obtaining signatures from blind individuals, and how to give precise directions and instructions. Waitstaff was given instruction on serving food, filling drinks and alerting presence by using their voices. Room service staff was asked not to move items in a room and to be aware of items on doors that might be there for room identification. The team did mention the difficulty of finding/setting a thermostat and told staff may be called for assistance. A handout detailing what to do and not to do when you meet a blind person, which was prepared by Trey Lewis, was given to each staff member. There were also QR codes on the handout with links to videos of Human Guide and tips for the wait staff on serving the person. There were approximately 25 hotel staff members present for the in-service and they seemed to be very engaging and responded with questions.

SBVI has added another Certified Rehabilitation Counselor to its ranks; Kelley Gutierrez, DeafBlind Program Specialist, passed her CRC in June. VR and SBVI are very serious about having professional staff who maintain certifications and licenses representative of the jobs they hold, and the CRC is the one which is most aligned with what we do as rehabilitation counselors.

Trey Lewis, Rehabilitation Teacher in Oklahoma City, has been named to the list of Top 50 most influential young professionals in Oklahoma City by the OKC Young Professionals Group, which is an organization with which Trey has been involved for some time. Trey has been instrumental in helping clients in both the Older Blind and Employment programs to acquire daily living skills to remain independent and achieve their goals.

SBVI has 2 new field staff members. Latifa Wright is a new VR Specialist (Counselor) in Oklahoma City, housed at the OLBPH. She started on June 19th. Jennifer Ratliff is a Rehabilitation Teacher in Tulsa under the State Internship program, formerly the Carl Albert Executive Internship, who started on June 12th. SBVI has counselor vacancies in Ada, Enid, McAlester and Weatherford, as well as an AT Specialist, whose location is to be determined. Our job announcements are currently running on the HCM website and are shared on the agency's Facebook pages.

As always, SBVI field staff have been busy doing outreach to their respective communities and participating in job fairs, health fairs, anything they can attend to help spread information about DRS and our services.

OLBPH

In May the library hosted the OSLS Annual Meeting.

June 5-8 Outreach was conducted through NW OK and the panhandle.

June 23 Kevin Treese was a guest speaker for KUSH Radio in Cushing, OK to discuss library services.

June 27 Deafblind Awareness Day was celebrated at the library to include a tree planting in memory of Joan Blake.

August 2-4 Chris Mundy from the National Library Service visited the library and participated in the volunteer luncheon on the 4th.

The last cartridges were returned to NLS and the library has moved into the digital age.

The Summer Reading Program will occur for the first time since before COVID.

SFY 2024 Totals as of July 2023

OLBPH
29,386 DoD

AIM
99 students birth-3

AIM
13 students preK-12th

AIM Center

The AIM Center began a program one year ago that puts us in direct contact with our Early Childhood (birth to 5 years) parents. Emails are sent to parents with “Featured Products”, information on new products and tips for working with visually impaired children. Featured products focus on those skills that “should be developed” in early childhood such as eye-hand coordination, hand muscle development, early literacy development, listening skills, fine motor skills, communication skills, early math skills, attention span development and creativity skills while focusing on the needs of various visual impairments.

The AIM Center currently has 208 Early Childhood children registered with 95 parents actively accessing AIM products and materials.

The AIM Center receives funding both from a federal and state level, so all products are free to parents and school districts.

BEP

The BEP has 2 new employees!

Chris Smith began employment as a Vending Facility Consultant in May 2023.

Chris Brannaman began employment as the BEP Coordinator August 1!!!

Chris Brannaman is currently in a Detail to Special Duty which allows him to gain training and mentoring in the position (for a period not to exceed 12 months), like an on-the-job training, but also allows him the opportunity to determine if the job is the right fit for him as well. Any time before the 12 month period a formal process can take place to make the position permanent.

Chris has over 26 years of entrepreneurship that includes vending, food and convenience service. He has worked for DRS as a Rehabilitation Counselor in SBVI, in Business Services and as an SBVI Program Manager. Chris is also a Marine Corp Veteran! All of this experience gives him much of the experience we have been searching for in a Coordinator.

Planning has been on-going in preparation for the BEP Annual Training Conference which will be held in Oklahoma City.

2 new Licensees graduated from the BEP Training on May 19 and became Licensed Vendors of the program. Tim McCann has accepted a facility already while John Duong has not yet.

Recruitment and Outreach Coordinator

Brian King hired August 1! Brian will work for both the divisions of SBVI and VR.

Division Administrator Activities:

OLBPH build-out meetings; DDS meetings; PreETS Fee for Service meeting; ORC; ORC Executive Committee; Governor’s Council on Workforce Development; CSAVR and NCSAB Conference; Performance Review Meeting; NCSAB Executive Committee Meetings; Monitoring CoP; CSAVR Customer Service for Adults committee; RSA Pre-Onsite Monitoring Meetings; RSA Onsite Monitoring; RSA Exit Meeting; VR TAC QM Fiscal Training; VR TAC training; New Employee Academy; 14C CoP; Fleet management meetings; Randolph-Sheppard Calls; FC/PM Meetings; BEP Training Curriculum Meetings; Performance Review Meetings; Client Services PCard Meeting; DRS Commission Meetings; Staff Meetings; Randolph-Sheppard Vending Meetings; Family and Educational Leadership Conference;

Administrative Rules Meetings; Interviews for Recruitment and Outreach position; Deafblind Awareness Day; PM Meeting; NCSAB Executive Strategic Planning; Management Concepts Training; BEP Inventory Meeting; DDS/DRS Sequencing of Services Planning; FC/PM Policy Training

Report respectfully submitted by Tracy Brigham, SBVI Division Administrator

September 11, 2023

FINANCIAL STATUS REPORT

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

All Programs Agency Summary							
	Budget	% of Total Budget	Expenditures	2023		% Used	
				Expenditures in % FY 2024	Encumbrances		
Personnel	87,735,007.00	52.2%	74,867,202.73	454,139.94	85.9%	340,640.62	86.2%
Travel	1,269,239.00	0.8%	1,062,739.89	67,617.51	89.1%	28,652.75	91.3%
General Operating	22,785,189.43	13.6%	16,164,194.78	792,960.99	74.4%	4,712,409.63	95.1%
Office Furniture & Equipment	1,899,869.50	1.1%	807,087.02	193,234.68	52.7%	204,878.79	63.4%
Client / General Assistance	44,442,760.00	26.5%	26,316,771.63	1,198,876.70	61.9%	6,767,783.53	77.1%
Indirect Cost	9,813,425.00	5.8%	8,822,657.48	0.00	89.9%	990,767.52	100.0%
Total	167,945,489.93	100.0%	128,040,653.53	2,706,829.82	77.9%	13,045,132.84	85.6%

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

All Programs						
Vocational Rehabilitation and Visual Services						
	Budget	% of Total Budget	Expenditures	Expenditures in % Expended FY 2023	Encumbrances	% Used
Personnel	25,783,092.00	33.7%	20,723,810.27	75,529.61	234,974.62	81.6%
Travel	835,400.00	1.1%	778,616.08	51,260.27	320.00	99.4%
General Operating	9,151,342.00	12.0%	6,794,737.00	335,641.11	1,691,601.57	96.4%
Office Furniture & Equipment	679,781.00	0.9%	298,981.50	6,740.99	0.00	45.0%
Client / General Assistance	36,357,760.00	47.5%	18,839,468.89	1,102,323.22	6,491,459.65	72.7%
Indirect Cost	3,742,891.00	4.9%	3,218,874.06	0.00	524,016.94	100.0%
Total	76,550,266.00	100.0%	50,654,487.80	1,571,495.20	8,942,372.78	79.9%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	Expenditures in % Expended FY 2023	Encumbrances	% Used
Personnel	23,222,094.00	32.3%	18,514,962.14	58,008.66	30,310.99	80.1%
Travel	824,500.00	1.1%	763,173.46	50,093.98	221.31	98.7%
General Operating	8,226,941.00	11.4%	6,307,480.56	243,022.10	1,481,259.15	97.6%
Office Furniture & Equipment	509,281.00	0.7%	179,584.92	5,231.42	0.00	36.3%
Client / General Assistance	35,634,667.00	49.6%	18,447,180.27	1,084,110.23	5,811,502.68	71.1%
Indirect Cost	3,454,557.00	4.8%	2,963,715.17	0.00	490,841.83	100.0%
Total	71,872,040.00	100.0%	47,176,096.52	1,440,466.39	7,814,135.96	78.5%

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

		All Programs					
		Oklahoma School for the Blind					
		2023		2024			
	Budget	Expenditures	Expenditures in %	Expenditures in %	Encumbrances	% Used	
			Budget	FY 2024			
Personnel	6,684,882.00	6,629,410.12	71.8%	16,294.21	99.4%	8.04	99.4%
Travel	115,000.00	92,059.47	1.2%	2,490.31	82.2%	0.00	82.2%
General Operating	1,228,361.43	986,339.08	13.2%	52,657.02	84.6%	65,039.75	89.9%
Office Furniture & Equipment	523,300.00	282,085.43	5.6%	100,726.70	73.2%	2,818.14	73.7%
Client / General Assistance	57,000.00	48,306.66	0.6%	936.86	86.4%	0.00	86.4%
Indirect Cost	703,996.00	694,958.78	7.6%	0.00	98.7%	9,037.22	100.0%
Total	9,312,539.43	8,733,159.54	100.0%	173,105.10	95.6%	76,903.15	96.5%

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

		All Programs					
		Oklahoma School for the Deaf					
		2023		2024			
		Expenditures	Expenditures in	% Expended	Encumbrances	%	
Budget	% of Total Budget	FY 2023	FY 2024	%	Used	Used	
Personnel		7,722,750.00	6,964,439.22	90.9%	7,807.90	91.0%	
Travel		146,439.00	101,245.34	73.8%	800.00	74.4%	
General Operating		5,836,664.00	3,450,685.12	62.5%	1,903,060.00	95.1%	
Office Furniture & Equipment		566,051.50	209,420.01	47.5%	152,008.80	74.4%	
Client / General Assistance		498,000.00	210,284.07	42.2%	60,652.51	54.4%	
Indirect Cost		822,043.00	814,820.76	99.1%	7,222.24	100.0%	
Total		15,591,947.50	11,750,894.52	77.4%	2,131,551.45	91.1%	

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

All Programs							
Disability Determination Division							
	Budget	% of Total Budget	Expenditures	2023		% Used	
				Expenditures in % Expended	Encumbrances		
				FY 2024			
Personnel	39,833,335.00	71.2%	33,534,385.33	291,242.43	84.9%	32,327.48	85.0%
Travel	89,300.00	0.2%	35,249.78	2,542.15	42.3%	27,532.75	73.2%
General Operating	3,875,968.00	6.9%	2,877,826.60	164,149.30	78.5%	692,435.41	96.3%
Office Furniture & Equipment	83,237.00	0.1%	7,606.74	0.00	9.1%	50,051.85	69.3%
Client / General Assistance	7,530,000.00	13.5%	7,218,712.01	95,616.62	97.1%	215,671.37	100.0%
Indirect Cost	4,538,160.00	8.1%	4,088,019.18	0.00	90.1%	450,140.82	100.0%
Total	55,950,000.00	100.0%	47,761,799.64	553,550.50	86.4%	1,468,159.68	89.0%

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

		All Programs					
		DRS Support Services					
	Budget	% of Total Budget	Expenditures	Expenditures in % Expended	Encumbrances	% Used	
			2023	FY 2024			
Personnel	7,710,948.00	73.2%	7,015,157.79	14,029.23	91.2%	65,522.58	92.0%
Travel	83,100.00	0.8%	55,569.22	4,468.15	72.2%	0.00	72.2%
General Operating	2,692,854.00	25.5%	2,054,606.98	45,533.48	78.0%	360,272.90	91.4%
Office Furniture & Equipment	47,500.00	0.5%	8,993.34	26,096.89	73.9%	0.00	73.9%
Client / General Assistance	0.00	0.0%	0.00	0.00	0.0%	0.00	0.0%
Indirect Cost	6,335.00	0.1%	5,984.69	0.00	94.5%	350.31	100.0%
Total	10,540,737.00	100.0%	9,140,312.02	90,127.75	87.6%	426,145.79	91.6%

Department of Rehabilitation Services Financial Status Report FY 23

As of July 31, 2023

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/Intra 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 24

As of July 31, 2023

All Programs Agency Summary

	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	96,935,137.00	54.3%	6,336,415.99	6.5%	90,443,306.60	99.8%
Travel	1,256,450.00	0.7%	913.14	0.1%	38,261.18	3.1%
General Operating	23,369,926.00	13.1%	1,156,152.49	4.9%	13,959,301.83	64.7%
Office Furniture & Equipment	1,622,506.00	0.9%	5,185.00	0.3%	0.00	0.3%
Client / General Assistance	44,110,203.00	24.7%	620,242.23	1.4%	38,610,822.49	88.9%
Indirect Cost	11,173,273.00	6.3%	867,808.82	7.8%	10,305,464.18	100.0%
Total	178,467,495.00	100.0%	8,986,717.67	5.0%	153,357,156.28	91.0%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

All Programs						
Vocational Rehabilitation and Visual Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	30,477,753.00	36.9%	1,837,328.64	6.0%	28,605,781.76	99.9%
Travel	882,950.00	1.1%	500.84	0.1%	2,611.18	0.4%
General Operating	10,023,904.00	12.1%	863,158.79	8.6%	6,755,884.34	76.0%
Office Furniture & Equipment	736,508.00	0.9%	5,185.00	0.7%	0.00	0.7%
Client / General Assistance	36,136,203.00	43.7%	243,461.65	0.7%	31,580,603.07	88.1%
Indirect Cost	4,397,141.00	5.3%	352,361.74	8.0%	4,044,779.26	100.0%
Total	82,654,459.00	100.0%	3,301,996.66	4.0%	70,989,659.61	89.9%

Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	27,758,218.00	35.5%	1,659,079.73	6.0%	25,839,053.49	99.1%
Travel	864,000.00	1.1%	250.41	0.0%	2,611.18	0.3%
General Operating	9,263,446.00	11.8%	845,321.79	9.1%	6,259,753.44	76.7%
Office Furniture & Equipment	543,960.00	0.7%	0.00	0.0%	0.00	0.0%
Client / General Assistance	35,655,667.00	45.6%	241,120.49	0.7%	31,371,632.22	88.7%
Indirect Cost	4,160,619.00	5.3%	328,523.38	7.9%	3,832,095.62	100.0%
Total	78,245,910.00	100.0%	3,074,295.80	3.9%	67,305,145.95	89.9%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,437,421.00	74.7%	546,031.16	7.3%	6,879,515.84	99.8%
Travel	105,000.00	1.1%	0.00	0.0%	0.00	0.0%
General Operating	1,326,800.00	13.3%	2,358.72	0.2%	976,201.40	73.8%
Office Furniture & Equipment	246,027.00	2.5%	0.00	0.0%	0.00	0.0%
Client / General Assistance	76,000.00	0.8%	0.00	0.0%	0.00	0.0%
Indirect Cost	761,472.00	7.7%	55,895.78	7.3%	705,576.22	100.0%
Total	9,952,720.00	100.0%	604,285.66	6.1%	8,561,293.46	92.1%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

All Programs						
Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,200,943.00	56.8%	544,124.69	5.9%	8,643,637.98	99.9%
Travel	133,000.00	0.8%	0.00	0.0%	650.00	0.5%
General Operating	4,842,767.00	29.9%	27,163.08	0.6%	1,238,760.21	26.1%
Office Furniture & Equipment	557,760.00	3.4%	0.00	0.0%	0.00	0.0%
Client / General Assistance	448,000.00	2.8%	0.00	0.0%	7,000.00	1.6%
Indirect Cost	1,007,110.00	6.2%	74,010.68	7.3%	933,099.32	100.0%
Total	16,189,580.00	100.0%	645,298.45	4.0%	10,823,147.51	70.8%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

All Programs						
Disability Determination Division						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	41,243,263.00	71.1%	2,815,907.12	6.8%	38,395,917.80	99.9%
Travel	64,300.00	0.1%	0.00	0.0%	35,000.00	54.4%
General Operating	4,207,654.00	7.3%	110,980.14	2.6%	2,893,866.94	71.4%
Office Furniture & Equipment	34,213.00	0.1%	0.00	0.0%	0.00	0.0%
Client / General Assistance	7,450,000.00	12.8%	376,780.58	5.1%	7,023,219.42	99.3%
Indirect Cost	5,000,570.00	8.6%	384,995.99	7.7%	4,615,574.01	100.0%
Total	58,000,000.00	100.0%	3,688,663.83	6.4%	52,963,578.17	97.7%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

All Programs						
DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	8,575,757.00	73.5%	593,024.38	6.9%	7,918,453.22	99.3%
Travel	71,200.00	0.6%	412.30	0.6%	0.00	0.6%
General Operating	2,968,801.00	25.4%	152,491.76	5.1%	2,094,588.94	75.7%
Office Furniture & Equipment	47,998.00	0.4%	0.00	0.0%	0.00	0.0%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	6,980.00	0.1%	544.63	7.8%	6,435.37	100.0%
Total	11,670,736.00	100.0%	746,473.07	6.4%	10,019,477.53	92.2%

Department of Rehabilitation Services Financial Status Report FY 24

As of July 31, 2023

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/Intra 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

**FY 2024
SUPPLEMENTAL AND
FY 2025 DRS BUDGET
REQUEST**

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES

EXECUTIVE SUMMARY

ISSUE:

Review and approval of the FY 2024 Supplemental Budget Request and the FY 2025 Budget Request

BACKGROUND:

The DRS Director and Chief Financial Officer have reviewed funding change requests and justifications for the FY 2024 Supplemental Budget Request and the FY 2025 Budget Request

STAFF RECOMMENDATION:

Staff requests Commission review and approval of the FY 2024 Supplemental Budget Request and the FY 2025 Budget Request

BUDGET IMPACT:

FY 2024 Supplemental Budget Request

Program	State	Federal	Total	FTE
DVR / DSBVI	\$3,100,000	\$11,453,990	\$14,553,990	0.0
TOTAL	\$3,100,000	\$11,453,990	\$14,553,990	0.0

FY 2025 Budget Request

Program	State	Federal	Total	FTE
DVR / DSBVI	\$4,100,000	\$15,148,826	\$19,248,826	0.0
OSB	\$265,000	\$0	\$265,000	0.0
OSD	\$345,000	\$0	\$345,000	0.0
DDS	\$858,000	\$0	\$858,000	0.0
TOTAL	\$5,568,000	\$15,148,826	\$20,716,826	0.0

Department of Rehabilitation Services

FY 2024 Supplemental Budget Request						
Agency Priority	Program	Funding Purpose	State Appropriated Funding	Federal Funding	Total Funding	Requested FTE
1	DVR / DSBVI	DVR/DSBVI State Match	\$3,100,000	\$11,453,990	\$14,553,990	0.0
Total FY 2024 Supplemental Budget Request			\$3,100,000	\$11,453,990	\$14,553,990	0.0

FY 2025 Budget Request						
Agency Priority	Program	Funding Purpose	State Appropriated Funding	Federal Funding	Total Funding	Requested FTE
1	DVR / DSBVI	Maintain necessary state match and maintenance of effort funding associated with Title I federal funds	\$4,100,000	\$15,148,826	\$19,248,826	0.0
2	OSB	Annual maintenance request	\$265,000	\$0	\$265,000	0.0
2	OSD	Annual maintenance request	\$345,000	\$0	\$345,000	0.0
3	DDS	State funding to offset the federal unallowable portion of Pathfinder	\$858,000	\$0	\$858,000	0.0
Total FY 2025 Budget Request			\$5,568,000	\$15,148,826	\$20,716,826	0.0

FY 2024 Supplemental Budget Request - Operations Funding Changes

Agency Priority:	1
Program Description:	Vocational Rehabilitation and Services for the Blind and Visually Impaired
Requested FTE:	0.0
State Appropriations:	\$3,100,000
Funding Description:	Funding Request for State Appropriations
Purpose:	DVR/DSBVI State Match

Increased funding maximizes services to Oklahomans with disabilities, enhancing their opportunity to become self-sufficient through employment and becoming independent in their homes and communities. This means more Oklahomans can terminate their dependence on state and federal programs and move towards becoming taxpayers. This funding increase will positively impact the stability of the Oklahoma economy. The ratio of funding available is \$4 federal dollars to every \$1 dollar of state matching funds. Funding this request will allow DRS to fully match all of the federal funds available to the State of Oklahoma and keeps DRS in a position to put Oklahomans with disabilities to work each year. DRS requested \$3.1 million dollars during the SFY-2024 appropriation process and erroneously listed it as a priority three request. This listing caused confusion as to the importance of the request and the agency is asking for an opportunity to have this request reconsidered, due to the significance of the fiscal impact to the State of Oklahoma. Not providing this funding has caused Oklahoma to forfeit \$11.4 million dollars in federal funds. If the supplemental request is granted the federal funds can be restored through the reallocation process.

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

Without this funding DRS and the State of Oklahoma will continue to forfeit funds, already allocated to the State, back to the federal granting authority. The agency has a waitlist of clients and while on the waitlist they are delayed services. Delaying services, delays the client's opportunity to join the workforce as a taxpayer. The requested appropriation will provide access to an additional \$11.4 million federal funds. If funding is not provided, clients will remain in delayed status on the waiting list and the introduction of new strategies to better serve clients will be delayed.

FY 2025 Budget Request - Operations Funding Changes

Agency Priority:	1
Program Description:	Vocational Rehabilitation and Services for the Blind and Visually Impaired
Requested FTE:	0.0
State Appropriations:	\$4,100,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Maintain Necessary State Match and Maintenance of Effort Funding Associated with Title I Federal Funds

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

Oklahoma has not provided the level of funding to fully meet the match of federal funds allocated to the State. Since SFY-2020 through current, Oklahoma has relinquished \$33,873,287 dollars back to the federal granting authority to be distributed to other states. The SFY-2025 appropriation increase requested is \$4,100,000. This increase will allow DRS to fund all obligations associated with the Vocational Rehabilitation Federal Grants awarded to the State of Oklahoma. Not providing this funding will cause the State of Oklahoma to forfeit additional federal funds from the 2024 and 2025 grants and severely reduce the services available to disabled Oklahomans that want to return to work.

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

Agency Priority:	2
Program Description:	Oklahoma School for the Blind
Requested FTE:	0.0
State Appropriations:	\$265,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Annual Maintenance Request

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

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

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

As a residential facility, OSB has the same budgetary challenges as all the other local school districts in regards to the rising cost of food, fuel and utilities, but with the additional challenge of operating a residential facility. The Oklahoma Constitution mandates that the State provide for and support the School for the Blind. A maintenance appropriation adjustment based on this most recent increase of 3% would result in an increase of \$265,000 dollar budget request for the School for the Blind. This would allow for economic adjustments to the school's funding that are not otherwise available.

Agency Priority:	2
Program Description:	Oklahoma School for the Deaf
Requested FTE:	0.0
State Appropriations:	\$345,000
Funding Description:	Funding Request for State Appropriations
Purpose:	Annual Maintenance Request

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

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

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

As a residential facility, OSD has the same budgetary challenges as all the other local school districts in regards to the rising cost of food, fuel and utilities, but with the additional challenge of operating a residential facility. The Oklahoma Constitution mandates that the State provide for and support the School for the Deaf. A maintenance appropriation adjustment based on this most recent increase of 3% would result in an increase of \$345,000 dollar budget request for the School for the Deaf. This would allow for economic adjustments to the school's funding that are not otherwise available.

Agency Priority:	3
Program Description:	Disability Determination Services
Requested FTE:	0.0
State Appropriations:	\$858,000
Funding Description:	Funding Request for State Appropriations
Purpose:	State Funding to Offset the Federal Unallowable Portion of Pathfinder

The Disability Determination Services Division of DRS is responsible for adjudicating the applications for Social Security Disability claims. This program was 100% federally funded by the Social Security Administration prior to November 1, 2015. Employees hired after that date are enrolled in the Defined Contribution plan administered through OPERS as Pathfinder participants.

The pathfinder program has an overage billed by OPERS that has been ruled unallowable by the federal partners. For State programs, this is not a problem. For Federal programs, the overage must be paid with State funds. For DDS this requires that state dollars be utilized in place of federal funds. The overage is a static 6% annually.

DRS has two major federal programs. One for DDS and the other is the VR grant. This results in 70% of personnel costs that are federally supported with either 100% federal funds or 80% federal funds. As staff hired before November 1, 2015 age out through attrition and are replaced, the required pathfinder contribution has been incrementally increasing each year; however, Pathfinder overage costs have not been funded.

The FY-2025 pathfinder overage cost for the DDS program is anticipated to be \$858,000 dollars. Without additional funding for DDS, Oklahoma will be limited on the ability to replace funded FTE or add additional positions to the Oklahoma workforce. These are professional positions that have long term stability.

PERSONNEL ACTIVITY REPORT

PERSONNEL ACTIVITY REPORT AS OF AUGUST 31, 2023

FILLED AND VACANT POSITIONS

Personnel Activity = 20 vacant positions filled / 77 positions in Announcement or Selection Process / 66 OSB and OSD Contracts Renewed FY 2024

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
MSD	Material Management Officer / 1060	11/20/2021	MSD CDS	07/18/2023	07/26/2023	24-004	In Selection Process	
MSD	Administrative Programs Officer / 0479	09/27/2022	MSD CDS	08/21/2023	08/25/2023	24-009.1	In Selection Process	
MSD	Administrative Programs Officer / 1083	05/31/2022	MSD CDS	07/19/2023	08/07/2023	23-094.1	In Selection Process	
MSD	Administrative Programs Officer / 1102, 1013	07/01/2018 02/16/2018	MSD CDS	05/31/2023	Continuous	23-092	Jana Hernandez Sara Seabolt	08/15/2023 08/01/2023
MSD	Human Resources Programs Manager / 0926	12/01/2022	MSD HR	07/12/2023	Continuous	23-046.2	Currently Open	
FSD	Accountant / 1124	05/30/2023	FSD	05/31/2023	06/19/2023	23-093	In Selection Process	
DDS	Disability Medical Consultant, 2147 / 1473, 1474, 1475	N/A	DDS	08/25/2023	08/31/2023	24-024	In Selection Process	
OSB	School Counselor, 1512 / 1500	07/31/2023	OSB	07/17/2023	Continuous	24-003	Ashton Frisby	08/07/2023
OSB	Recreational Activities Specialist / 0419	08/01/2023	OSB	07/18/2023	Continuous	24-007	Currently Open	
OSB	School Psychologist, 2045 / 0463	07/31/2023	OSB	06/02/2023	Continuous	23-095	Currently Open	
OSB	Transportation Officer/Student Aide, 5793 / 1084	01/25/2023 09/07/2022	OSB	02/09/2023	Continuous	23-070	Currently Open	
OSB	Direct Care Specialist / 0298, 0816, 0235, 0453	05/01/2023 03/08/2023	OSB	09/29/2022	Continuous	23-027	Brightpath Reynolds	08/01/2023
OSD	Recreational Activities Specialist / 0247	02/01/2023 08/01/2023	OSD	08/16/2023	Continuous	24-014	Nancy Brice	08/01/2023
OSD	Director of Outreach and Accessibilities, 4966 / P104791	New PIN	OSD	08/07/2023	Continuous	24-017	Currently Open	
OSD	Teacher, 2083 / 0050	07/31/2023	OSD	08/16/2023	Continuous	24-022	Currently Open	
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open	
OSD	Food Service Specialist / 1044	08/01/2023	OSD	07/13/2023	Continuous	24-006	Currently Open	
OSD	LPN, 2604 / 0384	07/31/2023	OSD	07/26/2023	Continuous	24-010	Currently Open	

OSD	Manual Sign Language Specialist / 0261	07/31/2023	OSD	07/26/2023	Continuous	24-011	Currently Open
OSD	Housekeeping/Custodial Worker / 0542	01/13/2010	OSD	07/26/2023	Continuous	24-012	Currently Open
OSD	Teaching Assistant / P103831	08/01/2023	OSD	07/28/2023	Continuous	24-015	Currently Open
OSD	Construction/Maintenance Tech / 1042	04/08/2022	OSD	07/26/2023	Continuous	24-016	Currently Open
OSD	Outreach Consultant, 0079 / P104583	New PIN	OSD	06/07/2023	Continuous	23-100	Amy Shelby 08/01/2023
OSD	Director of Family and Early Childhood Services, 1445 / 1494	07/31/2023	OSD	05/26/2023	Continuous	23-091	Currently Open
OSD	Principal, 1854 / 0081	02/01/2010	OSD	04/25/2023	Continuous	23-082	Currently Open
		04/21/2023					
		05/11/2023					
		04/22/2022					
		06/30/2023					
		08/19/2021					
OSD	Direct Care Specialist / 0778, 0028, 1043, 0641, 0578, 0824	10/22/2012	OSD	10/04/2022	Continuous	23-032	Terry Gregory 08/13/2023
		12/31/2022					
		07/31/2023					
OSD	Teacher, 2083 / 0666, 0032, 0022	07/31/2023	OSD	04/13/2023	Continuous	23-079	Sean Sledd 08/01/2023
OSD	Principal, 1854 / 0414	06/14/2019	OSD	04/17/2023	04/21/2023	23-081	Jolene Reed 08/01/2023
OSD	Early Development Specialist, 0095 / 1499	10/31/2022	OSD	04/26/2023	Continuous	23-077	Scharla Becker 08/01/2023
OSD	School Psychologist, 2045 / 0070	12/31/2022	OSD	12/08/2022	Continuous	23-050	Dawn Kellner 08/01/2023
OSD	Teacher / 0635	07/31/2022	OSD	07/20/2022	Continuous	23-011	Currently Open
OSD	Teaching Assistant / 0060	06/09/2022	OSD	07/20/2022	Continuous	23-013	Jennie Higgins 08/01/2023
OSD	Counselor, 2240 / 1028	08/06/2021	OSD	09/14/2021	Continuous	22-016.1	Katie Hall 08/07/2023
		04/30/2020					Storee Olive 08/01/2023
		08/01/2021					
OSD	Teacher / 0569, 0890, 0423	08/01/2021	OSD	02/09/2021	Continuous	21-046	Savannah Hester 08/01/2023
VR	Rehabilitation Technician / 1188	06/01/2023	VR97 - Guymon	08/15/2023	Continuous	24-019	Currently Open
VR	Rehabilitation Technician / 0047	12/30/2022	VR07 - Durant	08/15/2023	Continuous	24-020	Currently Open
VR	Vocational Rehabilitation Specialist / 0714	08/18/2023	VR26 - Claremore	08/16/2023	Continuous	24-021	Currently Open
VR	Programs Field Representative / 0034	04/30/2023	VR09 - ESS	07/12/2023	Continuous	24-002	Currently Open
VR	Programs Field Representative / 1211	07/28/2023	VR - TBD	07/17/2023	Continuous	24-005	Currently Open
VR	Vocational Rehabilitation Specialist / 0066	07/11/2023	VR81 - Chickasha	07/24/2023	Continuous	24-008	Currently Open
VR	Vocational Rehabilitation Specialist / 1190	06/09/2023	VR08 - Enid	06/05/2023	Continuous	23-096	Currently Open
VR	Programs Field Representative / 1195	11/21/2022	TBD	06/02/2023	Continuous	23-098	Currently Open
VR	Vocational Rehabilitation Specialist / 0021	05/19/2023	VR67- Tulsa	06/02/2023	Continuous	23-099	Currently Open

VR	Behavioral Health Clinician / 0467	04/14/2023	VR23 – OKC	05/02/2023	Continuous	23-083	Currently Open
VR	Rehabilitation Technician / 0079	04/13/2023	VR23 – OKC	05/01/2023	Continuous	23-085	Currently Open
VR	Vocational Rehabilitation Specialist / 0821	04/14/2023	VR13 – McAlester	05/02/2023	Continuous	23-086	Currently Open
VR	Rehabilitation Technician / 0074	03/01/2023	VR29 – Edmond	03/06/2023	Continuous	23-066	Sandra Cook 08/07/2023
VR	Vocational Rehabilitation Specialist / 0393	12/31/2022	VR29 – Edmond	02/14/2023	Continuous	23-067	Currently Open
VR	Vocational Rehabilitation Specialist / 0767	01/07/2023	VR86 – Ada	01/25/2023	Continuous	23-058	Currently Open
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	11/21/2022	Continuous	23-038	Currently Open
VR	Vocational Rehabilitation Specialist / 0680	10/01/2022	VR03 – Ardmore	11/14/2022	Continuous	23-039	Josephine Gatewood 08/15/2023
VR	Vocational Rehabilitation Specialist / 0948	11/08/2022	VR05 – Weatherford	11/16/2022	Continuous	23-040	Currently Open
VR	Vocational Rehabilitation Specialist / 0477	10/01/2022	VR18 – Muskogee	11/23/2022	Continuous	23-041	Currently Open
VR	Business Services Liaison / 0814	07/22/2022	VR86 – Ada	10/26/2022	Continuous	23-035	Currently Open
VR	Job Placement Specialist / 0372	06/01/2022	VR08 – Enid	10/25/2022	Continuous	23-036	Alisha Norwood 08/07/2023
VR	Vocational Rehabilitation Specialist / 0776	07/15/2022	VR86 – Ada	09/06/2022	Continuous	23-021	Currently Open
VR	Vocational Rehabilitation Specialist / 1078	08/01/2022	VR07 – Durant	09/06/2022	Continuous	23-022	Currently Open
VR	Vocational Rehabilitation Specialist / 0073	06/20/2022	VR13 – McAlester	07/08/2022	Continuous	23-003	Currently Open
VR	Vocational Rehabilitation Specialist / 0325, 0904	06/17/2022	VR80 – Tulsa	07/20/2022	Continuous	23-008	Currently Open
VR	Vocational Rehabilitation Specialist / 0044	04/09/2022	VR67 – Tulsa	07/26/2023	Continuous	22-102.1	Currently Open
VR	Vocational Rehabilitation Specialist / 0793	07/26/2022	VR05 – Weatherford	06/13/2022	Continuous	22-105	Currently Open
VR	Vocational Rehabilitation Specialist / 0339	05/01/2022	VR56 – Woodward	05/04/2022	Continuous	22-085	Currently Open
VR	Vocational Rehabilitation Specialist / 0846	05/05/2022	VR19 – OKC	05/10/2022	Continuous	22-089	Currently Open
VR	Vocational Rehabilitation Specialist / 0381	04/04/2022	VR04 – Bartlesville	04/06/2022	Continuous	22-072	Currently Open
VR	Rehabilitation Technician / 0440	03/16/2022	VR38 – Okmulgee	04/18/2022	Continuous	22-079	Amanda Barron 08/21/2023
VR	Vocational Rehabilitation Specialist / 0752, 0955	11/01/2021 10/31/2022	VR80 – Tulsa	11/03/2022	Continuous	23-037	Currently Open

VR	Vocational Rehabilitation Specialist / 0567	09/01/2020	VR67 – Tulsa	12/22/2020	Continuous	21-028.1	Currently Open
VR	Vocational Rehabilitation Specialist / 0627	07/08/2020	VR18 – Muskogee	08/18/2021	Continuous	21-007.2	Currently Open
SBVI	Administrative Assistant / 0726	09/30/2022	SBVI64 – Tulsa	08/08/2023	08/14/2023	24-018	In Selection Process
SBVI	Rehabilitation Technician / 0158	06/22/2023	SBVI58 – Ada	07/11/2023	Continuous	24-001	Currently Open
SBVI	Administrative Programs Officer / 0009	05/16/2022	SBVI72 – OLBPH	07/28/2023	08/16/2023	24-013	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0396	05/31/2023	SBVI58 – Ada	06/06/2023	Continuous	23-097	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0094	05/08/2023	SBVI59 – Enid	05/23/2023	Continuous	23-084	Currently Open
SBVI	Vending Facility Business Consultant / 0170	06/01/2022	SBVI 33 – OKC	01/04/2023	Continuous	23-054	Currently Open
SBVI	Vending Machine Technician / 0805, 1027	11/21/2020 01/01/2021	SBVI 33 – OKC	01/11/2023	Continuous	23-056	Currently Open
SBVI	BEP Operations Coordinator / 1209	03/26/2022	SBVI33 – OKC	05/03/2022	Continuous	22-084	Christopher Brannaman
SBVI	Assistive Technology Specialist / 0091	07/01/2020	SBVI – TBD	03/14/2022	Continuous	22-066	08/01/2023 Currently Open
SBVI	Vending Operations Manager / 1486	11/20/2021	SBVI 33 – OKC	05/10/2022	Continuous	22-067.1	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0709	02/08/2022	SBVI 84 – McAlester	04/29/2022	Continuous	22-058.1	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0669	05/29/2021	SBVI 69 – Weatherford	01/26/2022	Continuous	21-080.5	Currently Open
SBVI	Vending Machine Technician / 0167	02/20/2020	SBVI 33 – BEP	08/31/2020	Continuous	21-014	Currently Open

DISCHARGES/RESIGNATIONS/RETIREMENTS = 9

As of August 31, 2023

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Trial Period Discharge = 1
1 = 7 months

DIVISION OF VOCATIONAL REHABILITATION

Resignation = 1
1 = 2 years 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 2
1 = 4 years 8 months
1 = 2 years 3 months

Retirement = 1
1 = 27 years 4 months

DISABILITY DETERMINATION SERVICES

Resignation = 1
1 = 10 years 5 months

Trial Period Discharge = 1
1 = 4 months

Retirement = 2
1 = 19 years
1 = 23 years 5 months

CURRENT FTE STATUS FY 2024

FTE as of August 31, 2023

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	77.8	71.00	5.00	0.00	76.00
Vocational Rehabilitation	229.0	190.00	32.00	(1.00)	221.00
Services for the Blind and Visually Impaired	108.0	86.00	13.00	(2.00)	97.00
VR/SBVI-DP	3.00	2.00	0.00	0.00	2.00
Oklahoma School for the Blind	100.0	96.00	5.00	0.00	101.00
Oklahoma School for the Deaf	129.0	108.00	19.00	(1.00)	126.00
Total (NON-EXEMPT)	646.8	553.00	74.00	(4.00)	623.00
Disability Determination Services (EXEMPT)	350.0	320.00	3.00	(320.00)	323.00
TOTAL NON-EXEMPT & EXEMPT	996.8	873.00	77.00	(324.00)	946.00

FY 24 Budgetary Limit = 1255

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

- ROUTING TO:** Melinda Fruendt, Director
 Kevin Statham, Chief Financial Officer
 Randy Weaver, Chief of Operations
 Tom Patt, Human Resources Program Director
 Dana Tallon, Public Information Manager II
 Carol Brown, Executive Assistant
 Rosemarie Chitwood, Secretary V
 Brett Jones, Public Information Officer III

**COMMISSION
CALENDAR
FOR 2023**

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES
3535 NW 58th Street Suite 200
Oklahoma City, OK 73112
2024 Regular Meeting Schedule

THIS IS A DRAFT

DATE	TIME	LOCATION	REPORT DEADLINE
January 10, 2024	10:30 AM	State Office, Suite 200	28-Dec
February 14, 2024	10:30 AM	State Office, Suite 200	1-Feb
March 13, 2024	10:30 AM	State Office, Suite 200	29-Feb
April 10, 2024	10:30 AM	State Office, Suite 200	28-Mar
May 15, 2024	10:30 AM	State Office, Suite 200	2-May
June 12, 2024	10:30 AM	State Office, Suite 200	29-May
July, 2024	NO COMMISSION MEETING		
August 14, 2024	10:30 AM	State Office, Suite 200	1-Aug
September 11, 2024	10:30 AM	State Office, Suite 200	29-Aug
October 16, 2024	10:30 AM	State Office, Suite 200	3-Oct
November 13, 2024	10:30 AM	State Office, Suite 200	24-Oct
December 11, 2024	10:30 AM	State Office, Suite 200	27-Nov

Office: 405-951-3472

email: cabrown@okdrs.gov

cell: 405-651-1075

TRANSITION PROGRAM SERVICES

1. Pre-Employment Transition Services (Pre-ETS) – Review

The Workforce Innovation and Opportunity Act (WIOA) amended the Rehabilitation Act of 1973 and requires vocational rehabilitation (VR) agencies to set aside at least 15% of their federal funds to provide **pre-employment transition services** (pre-ETS) to students with disabilities who are eligible or potentially eligible for VR services.

The intent of pre-employment transition services is to improve the transition of students with disabilities from school to postsecondary education or to an employment outcome, increase opportunities for students with disabilities to practice and improve workplace readiness skills, through work-based learning experiences in a competitive, integrated work setting and increase opportunities for students with disabilities to explore post-secondary training options, leading to more industry recognized credentials, and meaningful post-secondary employment.

Pre-employment transition services represent the earliest set of services available for students with disabilities who are eligible or potentially eligible for VR services, are short-term in nature, and are designed to help students identify career interests, which may be further explored through additional vocational rehabilitation (VR) services, such as transition services and other individualized VR services. These services are provided to all who meet the definition of a student with a disability who may need such services.

2. What are we doing with pre-ETS?

We have a contract with OU National Center for Disability Education and Training (NCDET) to provide pre-ETS services statewide. Within this contract, we have Central Technology Center (who has 18 sender schools reaching rural areas such as Bristow, Cleveland, Cushing, Davenport, Depew, Drumright, Hominy, Kellyville, Kiefer, Mannford, Mounds, Oilton, Olive, Prue, Ripley, Sapulpa, Stroud, and Yale. and 9 pre-ETS specialists) and Kiamichi Technology Center (who has 9 campuses, which are reaching some rural areas – Talihina, Durant, McAlister, Idabel, Stigler, Poteau, Hugo, Wilburton, and Atoka and they have 9 pre-ETS) providing these services to potentially eligible and DRS clients.

These services are provided to impact long term results to transition aged youth, beginning at the age of 14 through 21. These services are giving clients, whether they are DRS clients or potentially eligible, the skill sets to become

gainfully employed in the future once the graduate High School, continue with a college degree, or vocational training.

The OU Pre-ETS specialists are currently in approximately 220 schools statewide, and they continue to market and outreach to many others. There are 22 Pre-ETS Specialists statewide and currently 4 Work Skills Trainers (who are embedded within the OKC metro schools) to assist students with finding jobs. We continue to seek opportunities to expand over the next year. Pre-ETS have served over 8,000 students since 2019. Most being potentially eligible with the intent of applying for services and as well as serving current DRS clients.

3. What other programs are Transition services (within DRS) and Pre-ETS involved in and providing services to students with disabilities for the Spring and Summer of 2023?

This Spring and Summer 2023, Transition Services of DRS (including pre-ETS activities/specialists) are committed to the following activities to increase the skill sets of individuals with disabilities for successful employment. Below are the listed events for Spring/Summer 2023. We served 431 students this summer with all the summer programs!! 31 camp's total. 19 counties served.

- a. Science Technology Engineering Mathematics – STEM camps -
 1. 7 Camps – in person in Atoka, Ada, Enid, Tahlequah / Kansas, Tulsa, Muskogee School for the Blind AND
 2. 1 camp was held in OKC at Oklahoma City Community College (OCCC) in July for Autism students only.
- b. Building Employment Skills for Today (BEST) followed by Summer Transition Employment Program (STEP). We had 22 BEST STEP camps. Everyone MUST have done BEST to do STEP and STEP is optional depending on the schools needs in the area and student participation. Dates of BEST are all of June and portions of BEST are in July due to no work experiences in the community. We served 336 students with BEST camp and 262 students utilized STEP, where they worked in the community. 8 students were gainfully employed after STEP was completed.
 1. BEST is one week of instruction - BEST provides opportunities to prepare students with disabilities, both DRS clients and potentially eligible students, ages 16-21, for real life jobs, careers, and situations. Engaging youth in job search activities, work readiness, access to employment and vocational opportunities, making networking/social connections and pre-employment transition skills (pre-ETS).

2. STEP is 4 weeks of paid work experience - STEP is the employment piece of the summer program. Teachers and paras are being hired to assist with development and being a job skills trainer to ensure these students are getting the help needed in the community on the job. Students working during the summer got wages paid through Central Oklahoma Workforce Board (COWIB) and Southern Workforce Board (SWB) Workforce partners.
3. Guest speakers were included again during the BEST portion of the camp during the lunch hour. We had Joe Strechay, Blind Producer for Apple TV, OSB graduate who is blind from Durant, Sulphur, Oklahoma graduate who was injured last year in a baseball accident, peers of students with disabilities, and a few others to motivate and encourage these students. We have already started reaching out to others to assist for next summer.
4. OU Camp Works Program - Camp Works was residential summer college experience for individuals with intellectual and and/or developmental disabilities (IDD) on the University of Oklahoma (OU) campus and DRS supported 15 students. They were current high school students who have completed the 10th grade (estimated ages 15-20) and are DRS clients or potentially eligible students with disabilities ("participating students") interested in attending a postsecondary education program.

During the STEP portion of our camps, we had 194 partner employers and our interns worked 17,132 hours in June, July, and the first week of August.

- c. Visually Impaired Blindness Empowerment (VIBE) – We had 8 students participate this year.
 1. The Transitional VIBE Program provides assessment and career/higher education exploration. This two-week program is designed to prepare the individual for higher education, competitive workforce, and independent living to the best of their ability. They will learn Independent Living Skills, Communication Skills, Team Building, Travel/transportation, Career and Job Exploration, Interviews, Technology, Resume Skills, Exploration of College/Career and Tech/Workforce. The Pre-ETS specialists will continue to be involved in this as well.

- d. Peer Mentoring - one-on-one relationship building between students and pre-ETS or previous/current DRS clients or a person with a disability sharing knowledge and experience, promoting encouragement, offering problem solving skills, serving as a positive role model as well as providing an opportunity to learn from different perspectives.
 - 1. 2 Pre-ETS Specialist, Cassie M. is the Peer Mentoring Coordinator, and we have several under grad students who are current or previous DRS clients/pre-ETS clients, OU students or other student with disabilities.

- 4. What programs are Transition services (within DRS) providing for the school year for students with disabilities?
 - a. School Work Study (SWS) - We have 287 (to date) School work study contracts that have been returned and signed for FY24. Last year by the end of the school year we had 320. We are excited and look forward to surpassing this number this school year.
 - b. Work Adjustment Training (WAT) - We currently have 13 WAT contracts that have been signed and returned to date. We are hoping for more than 16 this school year.
 - c. Tech-Now, Inc. is an elective class for students with disabilities in about 24 classrooms around the state providing technology elective requirements (through a contract with DRS). In this program, students earn school credit during a technology class where they develop work/entrepreneurial skills, enhance, and build computer skills and teamwork skills, and create projects that may be entered into annual competition for cash, scholarships, software, trophies, and other prizes.
 - d. Project SEARCH – Unpaid internship program for high school students or young adults in Career Tech (through contracts with DRS). We currently have 10 sites located in Edmond, Tulsa, Enid, Norman, Moore, Yukon, and OKC.
 - e. Self-Determination Training at OSU - provides 1-2 trained facilitators to support and empower participants to become causal agents in their own lives by setting their own personal and/or employment goals, developing a plan to overcome barriers they may face, and taking the steps necessary to reach or adjust their goals. This program promotes self-awareness, self-advocacy, and self-determination, teach participants skills to foster self-determination by setting, and actively work towards a personal goal.

- i. We currently are serving 12 participants through a contract with DRS.
- f. Young Adult Programs for Intellectual and/or Developmental Disabilities - These programs are four-year, post-secondary certificate programs. The programs offer paid internships/work experiences (paid through DRS at the federal minimum wage hourly rate) for each DRS participant. It provides 6 to 15 hours per week for a maximum of 10 weeks each fall semester and 10 weeks each spring semester. DRS can also (if eligible) provide up to \$3,000 per semester per participant for tuition and room and board; This is based on basic living requirements/ financial status determination. This amount is the set state allowable rate and there are no additional allocations for books or meal plans. There is no residency requirement for sponsorship if you are a current DRS client and meet the financial guidelines. The programs focus on academics, independent living, socialization/social skills, and career development/career readiness
 - i. We are currently providing these opportunities through Riverhawks Program at NSU and Sooner Works Program at OU, Opportunity Orange at OSU, and now Neill-Wint Neurodiversity program at USAO.
- g. Not Your Average Joe (NYAJ) has a contract for Work Based Learning where students participating in a work-based learning experience is essential to empowering students with a disability to develop job skills, realize the benefits of earned income, explore different types of employment and work environments, and gain experience with competitive integrated employment. This is embedded in the OU contract as well. We are reimbursing NYAJ for those work-based learning opportunities based on hours worked, not to exceed 120 hours in one year.
- h. Tulsa Technology Center has a new program for Competitive Employability Readiness Training (CERT) Culinary. Participants in the hospitality program learn how to work as a culinary assistant. The program provides them with technical training and experience in a variety of service occupations through the HospitAbilities curriculum. They are taught personal life skills and employability skills, such as job readiness and independent living. Skills Participants develop in this program includes decision making under pressure; working both independently and in a team; and how to maintain focus in a high-activity environment.
- i. A New Leaf, Inc. Transition Academy is a new program that DRS has a contract with to be able to assist students, if eligible. The curriculum and teaching agenda focuses on Career Readiness/Pre-Employment and Life Skills. Each learning module offers classroom activity for the students to apply the knowledge provided. The Career Readiness Skills Series includes 8 modules on job readiness, 8 modules on job seeking

and 3 modules on job keeping. Thus, aligning with the academy's goal of developing and implementing robust individualized student personal career development plan(s). In addition to any specifics that maybe identified and requested by DRS Vocational Rehabilitation Representative/ Coordinator.

Please let me know if you have any questions.

Respectfully submitted by Renee Sansom Briscoe – August 29th, 2023

ABLE TECH ANNUAL REPORT

YEAR-END REPORT

Oklahoma Department of Rehabilitation Services from Oklahoma ABLE Tech July 1, 2022 to June 30, 2023

Alternative Financing Program Report

Descriptive Data

Types of Alternative Financing Loan Models

- A. Direct Loan
- B. Interest Rate Buy-Down Loan
- C. Guaranteed/Interest Rate Buy-Down Loan

Name of Partners

- D. Lead Agency: Oklahoma ABLE Tech
- E. Community-Based Organization: Oklahoma Assistive Technology Foundation (OkAT)
- F. Lending Institution: BancFirst of Stillwater

Loan Program Features

- Range of loan amounts program generally provides: There are no minimum or maximum loan amount restrictions for unsecured loans or vehicle loans. Home accessibility modification loans are limited to \$25,000. Loans for the past year ranged from \$266 to \$68,653 with an average loan size of \$7,852.
- Interest rates provided to borrower: All loans had an interest rate of 5% fixed over the term of the loan. OkAT was able to buy down the interest rate for BancFirst loans from **WSJPR (Wall Street Journal Prime Rate) +2%** for secured/guaranteed loans and from **WSJPR+4%** for unsecured loans.
- Repayment terms the program generally provides: The program generally offers terms of 12 to 60 months (about 5 years) for unsecured and secured loans. Home modification direct loans can have a term of up to 84 months (about 7 years). The shortest loan term was **6 months**.
- Total loan fund capacity as of June 30, 2023: Total dollars available for closing new loans is **\$1,500,478**.

- Restrictions on Types of Devices Purchased: The loan program does not restrict the type of AT a borrower can purchase.

Portfolio Performance - Alternative Financing Program (AFP)

A. Outstanding loans, for which the principal was not paid in full, as of June 30, 2023, of Guaranteed and Direct loans for which the loan program could incur losses:

Type of Loan	Number of Loans	Outstanding Principal Balance
Guaranty Loans	147	\$726,814
Direct Loans	265	\$725,589
Total	412	\$1,452,403

B. Losses this past year

Total dollar amount of net losses (money lost on direct loans and guarantee payouts minus recoveries from collateral or payments): **\$114,036**

Number of loans defaulted as of June 30, 2023: **45**

C. Outstanding loans, for which the principal was not paid in full, as of June 30, 2023, of non-guaranteed loans for which the loan program cannot incur losses.

Total number of outstanding loans: **69**

Total dollar amount of principal still outstanding: **\$316,900**

Loan Information

Number of Applications received

Application Status for Metro vs. Non-Metro	Metro	Non-Metro	Total
Number of applications approved - loan made	60	70	130
Number of applications approved - loan not made	23	10	33
Number of applications rejected	56	46	102
Total	139	126	265

B. Income of borrowers - Average gross income of all borrowers: \$49,432

Annual Gross Income Range	\$15,000 or Less	\$15,001 to \$30,000	\$30,001 to \$45,000	\$45,001 to \$60,000	\$60,001 to \$75,000	\$75,001 or More
Number of Loans Made	13	31	34	21	8	23

C. Loans closed

Type of Loan	Number	Total Dollar Amount
Direct Loan	88	\$445,622
Preferred Interest Rate Buy-Down Loans	15	\$153,690
Preferred Guaranteed & Buy-Down Loans	27	\$421,414
Total all loans	130	\$1,020,726

D. Type of AT purchased from July 1, 2022, to June 30, 2023

Type of AT	Number Devices	Total Dollar Amount
Hearing	199	\$555,343
Vehicle modifications and transportation	17	\$414,091
Daily Living	5	\$6,906
Environmental Adaptation	8	\$16,605
Vision	1	\$543
Speech Communication	0	\$0
Computer Related	3	\$1,536
Mobility, Seating, and Positioning	4	\$7,771
Recreation, Sports, and Leisure	3	\$17,931
Total	240	\$1,020,726

E. Purpose of AT

Education	Employment	Community Living	Total
1	39	90	130

Creating an Accessible Workforce System for All

Contract Item 1

Provide ad hoc **training and technical assistance** to agency Partners under WIOA, as needed, and continue **outreach** to other System Partners such as Oklahoma Career and Technology Education and OSU OKC.

Outreach to System Partners Update

- Performed a review of a new logo and branding design for a part of the OK Career Tech system.
- Reviewed several PowerPoint presentations for Katlyn Dickerson from OK Career Tech.
- Provided language and training for the Oklahoma Transition Institute (OTI) to help ensure they received more accessible PowerPoints for presenters than in years past. Also trained OTI organization on how to correct accessibility barriers on PowerPoints.
- Held booth at the Oklahoma Works Partner Conference and presented two sessions for the conference, one on digital accessibility and one on the AT kits provided to American Job Centers.
- Provided information to Stephanie Roe regarding the accessibility of a digital conference book.
- Discussed a digital accessibility issue with Brad Bartlow of OMES.
- Discussed updating the Oklahoma state accessibility web pages with Debbie Andrews from OMES.
- Met monthly with Thomas Patenaude from OMES to help work through accessibility needs coming to OMES.

Contract Item 2

Provide technical assistance to the Oklahoma Office of Workforce Development (OOWD) regarding technology in its existing and possible new digital properties to ensure Oklahomans with disabilities can fully access all workforce resources provided by its website. Content and applications on the website are designed to connect employers, employees and job seekers to information and programs that help build Oklahoma's workforce.

OOWD Technical Assistance Update

No opportunities were requested or presented.

Contract Item 3

Create and disseminate monthly, accessibility-related communications that apply to employment. These could be tips on the accessibility of digital properties and tools or tips on Assistive Technology (AT) devices.

Accessibility Communications Update

Added a monthly accessibility tip to the ABLE Tech newsletter. See repository on [ABLE Tech Newsletter](#).

Contract Item 4

Continue to contribute content and topics to the Course Catalog that contains materials that will help Workforce Boards and Partners gain mastery in the various dimensions of the Access for All effort. This includes Customer Service, Outreach, and Physical Accessibility. ABLE Tech will author training content using an accessible, SCORM/x-API compliant tool and upload it to the Adobe learning environment recently licensed by the Office of Workforce Development. ABLE Tech will also explore and potentially pilot the use of training materials from trusted and legitimate accessibility organizations. Such training requires a licensing fee as detailed later. Training topics will be determined by relevance to the audience.

Course Catalog Update

Course development continued this year, with two more self-paced, interactive courses completed: Accessibility in MS Word and It Depends: Different Experiences, Different Solutions. These courses will go into the Adobe Captivate Prime whenever the Access for All project resumes.

Contract Item 5

Create and host self-paced training courses on a separate learning management system (LMS) with courses available to DRS employees and other state agency personnel. These training offerings would be available at any time, providing flexibility to the training audience to consume it according to their schedule.

Separate Course Catalog Update

Oklahoma ABLE Tech released its course catalog in 2023, with **two** courses available by June 30. Visit the [course catalog](#).

Commented [RA1]: 3 courses are showing up. If the 3rd was added after June 30, I can mention verbally that a 3rd is now available.

Commented [PL2R1]: It was just added this week!

Contract Item 6

Present the TechAccess Oklahoma Conference - the eighth in a series of annual technology accessibility conferences for web developers, policy administrators, purchasers, etc., to assure public accessibility of OK agencies, higher education institutions and the career and technology education centers.

TechAccess Update

TechAccess Oklahoma 2023 was held virtually over Zoom, April 18-20, from 9:00 am to 12:00 pm each day. Just under 500 people registered. On the first day, almost over 190 people attended the sessions, with around 175 the second day and 120 the last day. Once again, there was an amazing lineup of accessibility experts who agreed to share their expertise with the audience.

Here are the sessions presented this year:

- Pivoting to an Inclusive Organizational Culture, Mike Paciello
- Getting Started with Procuring Accessible IT, Karen Pellegrin
- Testing for non-testers: simple techniques to add to your process, Christina Adams
- Accessibility Roundtables, ABLE Tech Team
- Most Accessibility Learning is Broken: Let's Fix It Together, Corbb O'Connor
- Small Shifts to Improve Digital Accessibility, Kate DeForest
- How the Department of Education, Office for Civil Rights Resolves Web Accessibility Investigations, Jessica Plitt & Judith Risch
- Getting Image Descriptions Right, Geoff Freed
- U.S. DOE Office of Civil Rights: Ask Us Anything, Judith Risch and Jessica Plitt
- Accessible Assessments for College and Career Readiness, Karey Jo Wise

All presenters received excellent feedback from participants.

Planning has begun for TechAccess Oklahoma 2024, which will be held February 27-29 at Rose State College. There will be a virtual component in addition to the in-person option.

Contract Item 7

Oklahoma ABLE Tech will continue to use the Pope Tech enterprise accessibility testing tool with appropriate web accessibility assessment projects. The tool allows ABLE Tech to create and repeat automated scans on hundreds of web pages. ABLE Tech can use this data to monitor progress over time. ABLE Tech also uses the data to help scope manual assessments so that overall assessment projects are efficient, effective, and valuable. Each assessment has a technical assistance component as well. ABLE Tech will work with Partner staff to understand and remove barriers to access that they can directly control. Assessment results for vendor-supplied products and services help to shape the conversation around procurement within the Partner, even if only project by project.

Pope Tech/Accessibility Assessment Update

Pope Tech was used to evaluate the following websites as part of accessibility audits this year:

- Tulsa Community College
- Decoding Dyslexia
- Oklahoma Transition Institute
- Workday for the state of Oklahoma
- Laserfiche Forms

This tool was also used to monitor the accessibility of the Oklahoma ABLE Tech websites.

Contract Item 8

Continue to explore integrating technology accessibility into higher education curriculum.

Higher Education Curriculum Update

Some inroads have been made into Oklahoma State University with hopes that this project can take a little more prominence in the next year.

Contract Item 9

Oklahoma ABLE Tech will create and maintain a curated set of technology accessibility resources. The resource set will serve as reference material for the Workforce Development System. The resources will be a combination of material created by ABLE Tech and material from reliable third parties. ABLE Tech will group resources by content type or topic area, such

as document accessibility (Word, PDF, etc.), web accessibility, procurement, etc. ABLE Tech will actively curate this content, updating as needed.

Accessibility Resources Update

Oklahoma ABLE Tech has continued to maintain and update the [ABLE Tech ICT Accessibility Resources](#).

Commented [RA3]: Link is going to an "oops" page

Commented [PL4R3]: Fixed!

Other Activities

1. Provided training to the Oklahoma School for the Blind, City of Norman, University of Science and Arts of Oklahoma, Northeastern Oklahoma A&M College, Cameron University, and Oklahoma State University.
2. Managed a booth at the PossABLE events (OK Developmental Disabilities Services (DDS) Regional Family Meetings).
3. Followed up with Julie Lackey of Oklahoma Inclusive Post Secondary Education (OKIPSE) Alliance on their website accessibility review and reviewed a PowerPoint.
4. Assisted Jen Randle from Developmental Disabilities Council of Oklahoma (DDCO) with a question about read-only protection in MS Word and its impact on accessibility.
5. Attended Oklahoma Chapter of the Association for Education and Rehabilitation of the Blind and Visually Impaired (OAER) Conference as Vendor and presented agency updates.
6. Lyssa Prince served as judge for the Knowbility Accessibility Internet Rally (AIR) competition.
7. Adam Thiel obtained his Certified Professional of Accessibility Core Competencies (CPACC) certificate.

AT, AEM, and ICT Accessibility for Pre-ETS

Contract Item 1 – Course Materials

Oklahoma ABLE Tech released its course catalog in 2023, with two courses available by June 30. Visit the [course catalog](#).

Contract Item 2 – AT Devices, information, and training to BEST STEP campers

- A 30-minute video was created with the help of OSU's ITLE (Institute for Teaching and Learning Excellence) that shared information regarding ABLE Tech programs and

potential AT devices that can be used to support transition-aged youth with disabilities across Oklahoma. The video was disseminated to every BEST STEP camp program.

- One in-person presentation occurred in Enid. 500 ABLÉ Tech bags with a Make 'n Take low-tech device and informational brochures for the young people were distributed to all BEST STEP campers.
- Postcards were created to share information about the course catalog and how to borrow AT devices for short-term loan to make informed decisions prior to acquisition.

Contract Item 3 – Training and TA to Pre-ETS Staff

No opportunities were presented.

Contract Item 4 – Assist with Providing Information about Pre-ETS to the Public

Basic information about Pre-ETS, transition services, and the Quality Indicator for AT in Transition were included in presentations to the public throughout the year. This is an area that can be approached more intentionally in the upcoming year.

Contract Item 5 – Prepare and Submit Data and Reports

All data related to training has been entered into the NATADS system for the Administration for Community Living.

Contract Item 6 – Year-End Progress Report

This report meets this deliverable.

**OKLAHOMA
REHABILITATION
COUNCIL
REPORT**

Oklahoma Rehabilitation Council (ORC) Report

Since the last report, ORC has had its Quarterly Meeting on August 17 in person at the Oklahoma Department of Transportation (ODOT) Training Center. Unfortunately, there was not a quorum during this meeting, and the vote for the FFY24 Officer Nominations couldn't be finalized.

The ORC will meet in person again on Thursday, September 7, for its Strategic Planning Meeting, and the Council will vote on the Officer Nominations then. The ORC Program Manager (PM) will have an update for the Commission meeting on September 11.

Executive Committee

The Executive Committee met on June 28, 2023, via Zoom.

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

Regarding the Council appointments, there are six vacant positions, including:

- The Statewide Independent Living Council (SILC)
- Two Business, Industry, and Labor (BIL)
- The Workforce Board representative
- The Oklahoma Parent Center (OPC) representative
- One Advocacy Group representative

Also, four positions are awaiting reappointment after 9/1/2023, and two new individuals have already submitted their application.

The ORC Program Manager (PM) has communicated the vacancies to the Council, and the Committees are working to find candidates for them. The PM will continue to follow up with the Director of Appointments to discuss these appointments.

Program and Planning (P&P) Committee

The P&P Committee met on June 22, 2023, via Zoom.

The Committee was updated during the meeting about DRS's Open Case Satisfaction Survey DRS results. This year, the response rate was low; therefore, the survey responses are the respondents' opinions only and should not be generalized to the total population.

The overall combined satisfaction rate for Vocational Rehabilitation (VR) and Services for the Blind and Visually Impaired (SBVI) is 85.5%.

The highest combined agreement rates were for statements regarding whether DRS staff treated the client with respect, whether clients told counselors what they wanted in their employment plan, and whether clients felt their counselor offered paperwork and information in a way they could understand.

The lowest combined agreement rate was for the statement, “I understand how the Client Assistance Program (CAP) can help me if needed.”

Policy and Legislative (P&L) Committee

The P&L Committee met on June 15, 2023, via Zoom.

The Committee reviewed the Strategic Plan, and all the objectives and activities have been met for FFY23.

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

Transition Committee

The Transition Committee met on June 22, 2023, via Zoom.

The Committee continues to promote increased student and family involvement in transition planning during FFY23 and plans to support the DRS Transition Unit's fantastic job throughout the State.

The new version of the Transition Folders is ready to be disseminated. DRS and OSDE will distribute the folders in different activities during the school year. The folders will assist students, parents, guardians, and teachers in accessing this valuable information.

Employment Committee

The Employment Committee met on June 15, 2023, via Zoom.

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

Among the FFY23 upcoming objectives, the Committee will expand the dissemination of employment resources and workplace learning, including but not limited to apprenticeships or internships for adult clients. The Committee plans to have at least one training session during the summer to meet this objective.

The Committee is also working on an Employment Resource page that will include various resources for clients and employers and job listings for candidates ready to join the workforce.

The next ORC Quarterly Meeting will be in November, and it will be the first for FFY24.

*Respectfully submitted by
Carolina Colclasure, ORC Program Manager*

**OKLAHOMA
STATE
INDEPENDENT
LIVING COUNCIL
REPORT**

EXECUTIVE SUMMARY

September 11, 2023, Commission Meeting

ABOLISHMENT OF FIXED RATES FOR SUPPORTED EMPLOYMENT, EMPLOYMENT RETENTION, JOB PLACEMENT, AND SUPPORT SERVICES FOR EMPLOYMENT CONTRACTS

On behalf of the Employment Support Services Unit (ESS Unit), we are requesting to abolish the fixed rates for Supported Employment, Employment Retention, Job Placement, and Support Services for Employment Contracts. The current rates will remain until new rates are set and approved by the DRS Commission. Eliminating the process of submitting fixed rate approval requests to the State Purchasing Director will streamline the rate setting process for these services, as client services are exempt from the bidding requirements of the Central Purchasing Act in Title 74.

Upon the DRS Commission's approval, we will submit a request to the State Purchasing Director to abolish the fixed rates.

The current rates for these contracts will remain in effect until new rates are submitted and approved by the DRS Commission in a public meeting. Below are the current fixed rates:

Employment Support

Services

Job Placement Services:

Maximum of \$2,525

Paid in 3 milestones

Employment and Retention Services:

Maximum of \$4,127

Paid in 5 milestones

Supported Employment Services:

Regular rate \$11,875

Paid in 6 milestones

Highly Challenged Rate

Paid in 6 milestones \$14,375

Support Services for Employment:

Employment Support Assessment \$60/hr

WRAP Development \$720

Support for WRAP \$35/hr

Successful Integration of WRAP \$200

Community Integration \$60/hr

Housing Modification (labor/admin.

plus materials \$60/hr

**OKLAHOMA SCHOOL
FOR THE BLIND
MONTHLY
DONATION
REPORT**

OSB DONATION REPORT

August 2023 Donations

Donations under \$500						
Date	Name	Cash	Fund	Property	Value	
8/2/2023	Haven, Rader and Donna / Memory of Dallas Fifield	\$ 200.00	701			
8/2/2023	Kirk & Louise Stephenson / Memory of Dallas Fifield	\$ 50.00	701			
8/23/2023	Debra & James Treadaway / Memory of Dallas Fifield	\$ 25.00	701			
8/2/2023	Gloria & Tom Pack / Memory of Dallas Fifield	\$ 25.00	701			
8/2/2023	Chuculate Baptist Church / Mykel Eagle	\$ 331.55	701			
8/2/2023	Muskogee Noon Lions Club / Julio Valdez	\$ 300.00	701	school supplies	\$ 315.00	
8/30/2023	Candi Whittiker / school supplies					
8/30/2023	Sherry Holder/memory of Bud Holder & George Isbell	\$ 350.00	701			
8/31/2023	AERBV/Cane Quest & Braille Challenge	\$ 250.00	701			
Donations \$500 and over						
8/23/2023	Michael Reardon / set of drums	\$ -		drum set	\$ 750.00	
Subtotal of Cash (\$500 and over) donated in August 2023		\$ -		Subtotal prop.	\$ 750.00	
TOTAL DONATION AMOUNTS August - 2023		\$2,596.55				

**OKLAHOMA SCHOOL
FOR THE DEAF
MONTHLY
DONATION
REPORT**

OSD Donation Report

August 2023

Donations Under \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
8/4	Walmart			Gift card for athletic fundraiser	100.00
8/4	Levi Mathis	88.09		Made up difference for the athletic fundraiser	
8/21	Martin Marietta			Case of hand sanitizer 12-40 oz	108.00
	Subtotal Cash Under \$500.00	88.09		Subtotal Property Under \$500.00	208.00

Donations Over \$500.00

8/24	SLRS, Inc	500.00	70100/20374	OUTREACH	
8/24	Keep Giving Back Foundation	3,000.00	70100/20374	OUTREACH	
		3,500.00			

Subtotal Cash Combined

3,588.09

Subtotal Property Combined

208.00

Total donation for August 2023

\$3,796.09
