



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services

Commissioners

➤ Janet Barresi, Theresa Flannery, and Kelsey Lee

Regular Meeting
and Video Conferencing

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

May 15, 2024

Empowering Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services
Regular Commission Meeting
May 15, 2024 at 10:30 a.m.**

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

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

Commission link: <https://www.zoomgov.com/j/1605449451>
Phone: 1-669-254-5252; Webinar ID: 160 544 9451

Sign Language Interpreters are provided for public accessibility.

AGENDA

1. Call to Order and Roll Call

Theresa Flannery, Acting Chair

2. Statement of Compliance with the Open Meeting Act

Kathleen Arrieta, Commission Assistant

REPORTS

3. Presentation of Longevity Certificates

Theresa Flannery, Acting Chair

4. Executive Director's Report

Melinda Fruendt, Executive Director

- a) Certificates of Appreciation
- b) Report on agency and departmental updates including update on flooding damage to the Oklahoma School for the Deaf (OSD), meetings, and Process Improvement.
- c) Possible discussion

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- 5. Legislative Report** Page 9
Jennifer Hardin, Legislative Liaison
 a) Report on the status of legislative bills
 b) Possible discussion
- 6. Oklahoma School for the Deaf Report** Page 23
Dr. Heather Laine, Superintendent
 a) Report on storm damage, personnel, activities, and events.
 b) Possible discussion
- 7. Chief Financial Officer's Report**
Kevin Statham, Chief Financial Officer
 a) Financial Status Reports for FY24 as of March 31, 2024 Page 28
 b) Presentation of 2026 - 2033 DRS Capital Outlay Request Page 36
 c) Possible discussion
- 8. Vocational Rehabilitation Report** Page 42
Mark Kinnison, Division Administrator
 a) Report on departmental updates
 b) Priority Group / Portal Referral Updates
 c) Possible discussion
- 9. Human Resources Report** Page 46
Tom Patt, HR Director
 a) Personnel Activity report
 b) Current FTE Status
 c) Possible discussion

ACTION ITEMS

- 10. Review of the Minutes from the March 15th and April 17th Commission Regular Meetings.** Page 52
Theresa Flannery, Acting Chair
 a) Discussion and possible action to modify and/or approve the minutes.
- 11. Review of DRS Internal Policy** Page 65
Tina Calloway, Administrative Programs Officer, Policy, Administration and Development Section
 a) Report on new or amended DRS Internal Policy
 b) Discussion and possible action to approve the new or amended policy.

12. Review of Employment Contract Rate Changes

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Kathy Lowry, CPO and Compliance Officer

- a) Report on new rates for employment provider contracts
- b) Discussion and possible action to approve the new rates.

13. Acceptance of Donations to the Oklahoma School for Deaf

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Dr. Heather Laine, Superintendent

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

14. Acceptance of Donations to the Oklahoma School for the Blind

Page 75

Rita Echelle, Superintendent

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

15. Acceptance of Donations to the Oklahoma Library for the Blind and Physically Handicapped

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Kevin Treese, Program Manager III, SBVI

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

16. Proposed Executive Session to Discuss the Performance Review of the Executive Director

Theresa Flannery, Acting Chair

- a) Discussion and possible vote to enter Executive Session pursuant to 25 O.S. § 307(B)(1) for the purpose of discussing the performance review of the Executive Director.
- b) Vote to reconvene into Regular Session
- c) Discussion and possible action on matters discussed in Executive Session.

17. New Business

Theresa Flannery, Acting Chair

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

18. Announcements

Theresa Flannery, Acting Chair

- a) Next Meeting:
Wednesday, June 12, 2024
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200, OKC, OK 73112

19. Public Comments

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

20. Adjournment

Theresa Flannery, Acting Chair

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



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
May 15, 2024

Remembrance

Debbie Smith, Food Services Specialist at the Oklahoma School for the Deaf, passed away April 25. Her vibrant personality and warm sense of humor made her an invaluable presence at OSD. Her passing leaves an immense void, but she will be fondly remembered and deeply missed.

Charles Robert “Bobby” Ewing, Oklahoma School for the Blind, Class of 1972, passed away April 27.

Oklahoma School for the Deaf – Update on Significant Weather Event – April 27

On April 27, the town of Sulphur was hit by tornadoes. Our Oklahoma School for the Deaf was miraculously spared. On 04/30/24 the school personnel reported that 2 OSD employees lost their homes and 11 employers and 1 OSD interpreter have significant damage to homes and vehicles. Three retired or former OSD employees lost their homes and 5 have significant damage. One student’s family lost a vehicle and has damage.

There are no reported lives lost or injuries at the school. Although the tornadoes did not hit the campus, it has sustained significant water damage, an emergency has been declared by OMES.

The school will go virtual through the end of year, with a few additional allowances for the Sophomore through Senior students to return to campus for a few days to complete their activities of prom, athletic banquet, and graduation.

Executive

April

17 – Director Pre-Ets Meeting.

18 – RSA meeting to negotiate VR/SBVI performance metrics.

22-23 – Interviews for the Executive Assistant position.

25 – Meeting on IPSE students in career technology programs with Brent Haken, Career Technology and Education; Panel presentation on Recruitment and Retention for VR.

26 – Governor’s Council on Workforce and Economic Development meeting.

27 – Visited the OSD campus to assess water damage of campus and visit with families affected by the tornadoes.

May

2 – Senate Appropriations Subcommittee meeting.

7 – VR/SBVI Performance meeting.

8 – Internal Budget meetings.

9 – Workforce Partner meeting; Presentation to the Workforce Commission.

14 – OKIPSE update meeting.

15 – Commission for Rehabilitation Services meeting.

Process Improvement (PI) – Lyuda Polyun

AWARE

The Missouri Pre-ETS portal project is progressing but is still in the testing phase.

The AWARE team is completing the last of the manual Pre-ETS data entry for the quarter beginning January 1.

AWARE was successfully upgraded to a new version as anticipated on March 28.

The AWARE team is currently testing a newer version of AWARE that will be required for reporting the new RSA 2024 data.

The project for transitioning reporting from Tableau to Power BI continues.

Case Review

The QA team completed a Closed case audit for the Month of April. 353 cases both successful and closed as other qualified for the audit. 90 were successful and 265 were unsuccessful. The Auditor reviews anywhere from 10%-15% of the 353 cases.

The Guide was updated, and links evaluated for accessibility. Both the Guide and Instrument are on-line for easy access by Counselors.

The team provided a Q&A session with SBVI Unit 62 at the Lawton Chamber of Commerce upon request. Case review results from January 2023-January 2024 for this Unit were compiled, provided, and reviewed along with an overview of the QA instrument with staff participation. Feedback of the meeting was very positive. For the Q&A session, a training tool was developed (QA True and False quiz) for purpose of reviewing Federal regulations in a different fun format, provoking discussion. The Team is also developing an additional quiz in a multiple-choice format for future use.

Copy of the quiz was provided to Jonathan Cook per request for training purposes.

Program Standards, Statistical Research, Data Dashboards

The research staff are in the planning stages of the 2024 adult open case satisfaction survey.

The Statistical Research Specialist completed his second SQL course.

The staff are working with OSB and OSD on their parent satisfaction surveys.

The staff are working with the AWARE team on a BI dashboard for the SDE OP2P grant data that will need to be provided to SDE-SES yearly over the life of the grant.

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



Legislative Report

5/15/24 – DRS Commission Legislative Report

by Jennifer Hardin

Report Submission Date: 05-06-2024

- Total Pending Bills - 461 (Session started with 4,778)
- 05/27/24 – Sine Die adjournment by 5:00 p.m.
- **The House & Senate budget negotiations are ongoing and have not been finalized as of the date this report was submitted.**

DRS Request Bills

[SB 1339](#)

[Seifried, Ally](#)
[Hefner, Ellyn](#)

Creates the Oklahoma Access and Achievement Act which provides financial assistance to students with intellectual disabilities pursuing studies through a Comprehensive Transition and Postsecondary Program (CTP).

This is a joint request with the OK. State Regents for Higher Education & the OK. IPSE Alliance (Inclusive Post-Secondary Education).

THIS IS A DUPLICATE BILL OF HB3792 NOTED BELOW.

Bill History: **3/14/24** – Passed Senate Floor
(Vote: Y: 41/N:0)

4/24/24 – Passed House Floor
without the title or enacting clause
(Vote: Y: 92/N: 1)

5/6/24 - Pending assignment to a Senate conference committee to restore the title & enacting clause.

NOTE: Based on where this bill is currently at in the process it has a 63% chance of becoming law.

HB3792

[Seifried, Ally](#)
[Hefner, Ellyn](#)

Creates the Oklahoma Access and Achievement Act which provides economic assistance to students with intellectual disabilities to pursue higher education.

Bill History: **3/05/24** – Passed House Floor
(Vote: Y: 94/N: 1).

3/26/24 -Heard in Senate Education Committee
Unanimously Passed and enacting clause stricken.

4/25/24 – Presented on Senate floor; the Title
and enacting clause was restored. Passed/Adopted
(Vote: Y: 42/N: 1)

4/25/24 - *The bill has been sent back to the
House and is awaiting assignment to the floor
calendar for **FINAL** for passage.*

**NOTE: Based on where this bill is currently at
in the process it has a 92% chance of
becoming law.**

- Please don't hesitate to contact me if you become aware of a specific bill you would like to be monitored.



OKLAHOMA Rehabilitation Services

Bill Status Report


05-06-2024 - 14:44:50

'24 - DRS Request Bills

[HB 3792](#)

[Hefner, Elyn \(F\)\(D\)](#)
[Seifried, Ally \(F\)\(R\)](#)


Creates the Oklahoma Access and Achievement Act which provides economic assistance to students with intellectual disabilities to pursue higher education.

Bill History: 04-25-24 S Laid out for consideration in the Senate at 10:19am 
04-25-24 S Title restored on the floor
04-25-24 S Enacting clause restored on the floor
04-25-24 S Passed/Adopted (Vote: Y: 42/N: 1)
04-25-24 S Emergency Passed (Vote: Y: 42/N: 1)

[SB 1339](#)

[Seifried, Ally \(F\)\(R\)](#)
[Hefner, Elyn \(F\)\(D\)](#)

Creates the Oklahoma Access and Achievement Act which provides financial assistance to students with intellectual disabilities pursuing studies through a CTP Program.

Bill History: 04-24-24 H Set on the House Floor Agenda
04-24-24 H Laid out for consideration in the House at 4:32pm 
04-24-24 H Passed/Adopted (Vote: Y: 92/N: 1)
04-24-24 H Emergency Passed (Vote: Y: 92/N: 1)
05-01-24 S Senate rejected House amendments

Direct DRS Impact Bills

[HB 3238](#) [Lawson, Mark\(R\)](#)
[Garvin, Jessica \(F\)\(R\)](#) Establishes standards for the oversight and management of programs of all-inclusive care for the elderly (PACE) by the Health Care Authority, directing alignment with certain federal standards.

Bill History: 04-22-24 S Passed/Adopted (Vote: Y: 44/N: 1)
04-22-24 S Emergency Passed (Vote: Y: 44/N: 1)
05-06-24 H Set on the House Floor Agenda

[HB 3668](#) [Miller, Nicole\(R\)](#)
[Rosino, Paul\(R\)](#) Sets a statute of limitations on the sexual abuse of a vulnerable adult and adjusts the standards and penalties for Medicaid fraud.

Bill History: 04-17-24 S Title restored on the floor
04-17-24 S Enacting clause restored on the floor
04-17-24 S Passed/Adopted (Vote: Y: 44/N: 1)

[SB 534](#) [Rosino, Paul\(R\)](#)
[West, Tammy\(R\)](#) Changes the maximum adjusted gross income to 300 percent of the federal poverty level for the purpose of qualifying for assistance for a child that is severely developmentally disabled; EMERGENCY.

Bill History: 04-26-23 G Vetoed by the Governor: I will continue to veto any and all legislation authored by Senators who have not stood with the people of Oklahoma and supported this [tax credit] plan.
05-30-23 G Dormant pursuant to the rules
11-17-23 G Carried Over

[SB 1380](#) [Bergstrom, Micheal\(R\)](#)
[Lepak, Mark\(R\)](#) Directs the Commissioner of Health to update rules governing intermediate care facilities for individuals with intellectual disabilities relating to direct care staff training, qualifications, and ratios.

Bill History: 04-23-24 S Senate rejected House amendments
04-30-24 S Referred to Senate conference committee Senate Conference Committee
04-30-24 S Senate appointed a conference committee: Bergstrom, Haste, Rosino, Stanley and Young

[SJR 19](#) [Bergstrom, Micheal\(R\)](#)
[West, Rick\(R\)](#) Approves certain proposed permanent rules of various state agencies.

Bill History: 05-30-23 H Dormant pursuant to the rules
11-17-23 H Carried Over
04-10-24 H Rep. Kendrix removed as sponsor, replaced by Rep. West (R)

Disability Oversight Bills

HB 2741	Duel, Collin (F)(R) Weaver, Darrell(R)	Creates the Oklahoma Elder Exploitation and Abuse Act to protect incapacitated and vulnerable adults via civil action, outlines certain proceedings to halt abuse and neglect. Bill History: 04-22-24 S Passed/Adopted (Vote: Y: 45/N: 0) 04-29-24 H Set on the House Floor Agenda 04-29-24 H House rejected Senate amendments
HB 3238	Lawson, Mark(R) Garvin, Jessica (F)(R)	Establishes standards for the oversight and management of programs of all inclusive care for the elderly (PACE) by the Health Care Authority, directing alignment with certain federal standards; EMERGENCY. Bill History: 04-22-24 S Passed/Adopted (Vote: Y: 44/N: 1) 04-22-24 S Emergency Passed (Vote: Y: 44/N: 1) 05-06-24 H Set on the House Floor Agenda

SB 1709	Rosino, Paul(R) Echols, Jon(R)	Transfers the Office of Client Advocacy from the Dept. of Human Services to the Dept. of Health and the Long-Term Care Ombudsman to the Office of the Attorney General. Bill History: 04-25-24 H Rep. Hefner presents an amendment to the Floor Substitute, which amendment is tabled 04-25-24 H Floor substitute adopted 04-25-24 H Passed/Adopted (Vote: Y: 61/N: 30)
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Education Bills

HB 1028	Talley, John(R) Rader, Dave(R)	Prohibits school district personnel from using corporal punishment on any student with significant cognitive disabilities as identified by the Dept. of Education; EMERGENCY. Bill History: 04-23-24 S Enacting clause restored on the floor 04-23-24 S Passed/Adopted (Vote: Y: 31/N: 11) 04-23-24 S Emergency Passed (Vote: Y: 36/N: 6)
HB 1035	Rosecrants, Jacob(D) Pemberton, Dewayne(R)	Provides exemptions for school absence requirements to students missing class for mental health assessments and therapy sessions; EMERGENCY. Bill History: 05-26-23 H Removed from the Floor Agenda 05-30-23 H Dormant pursuant to the rules 11-17-23 H Carried Over

[HB 1936](#) [McCall, Charles\(R\)](#)
[Pugh, Adam\(R\)](#) Requires teachers that complete certain competency exams to be reimbursed for the cost of the exam by their school district, adjusts requirements of mentor teachers receiving stipends; EMERGENCY

Bill History: 05-26-23 H Removed from the Floor Agenda
05-30-23 H Dormant pursuant to the rules
11-17-23 H Carried Over

[HB 2528](#) [Lepak, Mark\(R\)](#)
[Garvin, Jessica \(F\)\(R\)](#) Modifies school employee applications to the Teachers' Retirement System, adjusts membership requirements, benefits, options, and repeals provisions relating to unclassified positions; EMERGENCY.

Bill History: 04-25-24 S Passed/Adopted (Vote: Y: 42/N: 1)
04-25-24 S Emergency Passed (Vote: Y: 42/N: 1)
05-06-24 H Set on the House Floor Agenda

[HB 2562](#) [McBride, Mark\(R\)](#)
[Murdock, Casey\(R\)](#) Requires at least two members of the State Board of Education to be rural residents or to be residing in counties with a population of less than 40,000 people.

Bill History: 04-25-24 S Passed/Adopted (Vote: Y: 26/N: 19)
05-01-24 H Set on the House Floor Agenda
05-01-24 H House rejected Senate amendments

[HB 2672](#) [Baker, Rhonda\(R\)](#)
[Pugh, Adam\(R\)](#) Makes an appropriation to the Dept. of Education for teacher and support staff pay increases, raises the teacher minimum salary schedule and directs the establishment of a qualitative bonus pay program for school staff; EMERGENCY.

Bill History: 05-02-23 H House rejected Senate amendments
05-30-23 H Dormant pursuant to the rules
11-17-23 H Carried Over

[HB 2673](#) [Baker, Rhonda\(R\)](#)
[Pugh, Adam\(R\)](#) Authorizes the Dept. of Education to distribute funds to certain schools to pay for teacher salary increases; EMERGENCY.

Bill History: 03-12-24 S Passed/Adopted (Vote: Y: 45/N: 3)
03-12-24 S Emergency Passed (Vote: Y: 45/N: 3)
03-18-24 H Set on the House Floor Agenda

[HB 3274](#) [Baker, Rhonda\(R\)](#)
[Pugh, Adam\(R\)](#) Adds additional optional modules to the statewide student assessment system designed to test college and career-readiness as well as the military ASVAB test; EMERGENCY.

Bill History: 04-25-24 S Passed/Adopted (Vote: Y: 44/N: 1)
04-25-24 S Emergency Passed (Vote: Y: 45/N: 0)
05-06-24 H Set on the House Floor Agenda

[HB 3278](#) [Baker, Rhonda\(R\)](#)
[Pugh, Adam\(R\)](#) Adjusts high school graduation requirements to provide flexibility for student individual career pathways; EMERGENCY.

Bill History: 04-22-24 S Passed/Adopted (Vote: Y: 35/N: 11)
04-22-24 S Emergency Passed (Vote: Y: 35/N: 11)
05-06-24 H Set on the House Floor Agenda

[HB 3386](#) [McCall, Charles\(R\)](#)
[Treat, Greg\(R\)](#) Requires schools to accept transfer students from within the same school district unless at capacity, publish anticipated limits on total yearly transfers, and creates related appeal process for students with disabilities; EMERGENCY.

Bill History: 04-25-24 S Floor substitute adopted
04-25-24 S Passed/Adopted (Vote: Y: 32/N: 8)
04-25-24 S Emergency Passed (Vote: Y: 32/N: 8)

[SB 358](#) [Daniels, Julie\(R\)](#)
[Echols, Jon\(R\)](#) Expands the eligibility for the Lindsey Nicole Henry Scholarship program to permit its use at a private school specifically providing certain services to homeless students and modifies related eligibility requirements.

Bill History: 04-24-24 H Floor substitute adopted
04-24-24 H Rep. Echols presses all pending motions, bypassing debate, which is the order 57-15
04-24-24 H Passed/Adopted (Vote: Y: 67/N: 22)

[SB 359](#) [Pugh, Adam\(R\)](#)
[Lowe, Dick\(R\)](#) Removes consideration of protested ad valorem tax revenue when calculating the Foundation Program Income and Salary Incentive Aid, further requires the Dept. of Education to include said protested revenue in its annual budget request.

Bill History: 05-30-23 H Dormant pursuant to the rules
11-17-23 H Carried Over
05-02-24 S Senate rejected House amendments

[SB 362](#) [Pugh, Adam\(R\)](#)
[Baker, Rhonda\(R\)](#) Renames the Reading Sufficiency Act to the Strong Readers Act and thoroughly modifies various related provisions, standards and priorities; EMERGENCY.

Bill History: 04-25-24 H Floor substitute adopted
04-25-24 H Passed/Adopted (Vote: Y: 78/N: 3)
04-25-24 H Emergency Passed (Vote: Y: 78/N: 3)


SB 428	Montgomery, John(R) Wallace, Kevin(R)	Directs public school districts to develop and implement security alert and response systems; EMERGENCY.
		Bill History: 05-18-23 H Conference committee report submitted 05-30-23 H Dormant pursuant to the rules 11-17-23 H Carried Over
SB 482	Pugh, Adam(R) McBride, Mark(R)	Adds ten additional years to the top end of the certified school employee salary schedule, commensurate with experience of up to 35 years; EMERGENCY.
		Bill History: 05-30-23 H Dormant pursuant to the rules 11-17-23 H Carried Over 05-02-24 S Senate rejected House amendments
SB 489	Thompson, Roger(R) Hilbert, Kyle(R)	Makes an appropriation to the Public Common School Building Equalization Fund from the Medical Marijuana Authority Fund for redbud school grants; EMERGENCY.
		Bill History: 04-25-23 H Emergency Passed (Vote: Y: 90/N: 0) 05-30-23 H Dormant pursuant to the rules 11-17-23 H Carried Over
SB 526	Pugh, Adam(R) Echols, Jon(R)	Removes provisions relating to the Teacher and Leader Effectiveness Evaluation System and related incentive pay plans; EMERGENCY.
		Bill History: 04-25-24 H Passed/Adopted (Vote: Y: 52/N: 19) 04-25-24 H Emergency failed (Vote: Y: 52/N: 19) 05-02-24 S Senate rejected House amendments
SB 1257	Pugh, Adam(R) Lowe, Dick(R)	Raises certain caps on carryover funds held by school districts; EMERGENCY.
		Bill History: 04-24-24 H Passed/Adopted (Vote: Y: 80/N: 4) 04-24-24 H Emergency Passed (Vote: Y: 80/N: 4) 05-02-24 S Senate rejected House amendments
SB 1319	Seifried, Ally (F)(R) Newton, Carl(R)	Creates a Public School Vision Screening Modernization Fund for the Dept. of Health to provide grants and collect data to improve vision screening equipment and processes in public schools; EMERGENCY.
		Bill History: 04-24-24 H Passed/Adopted (Vote: Y: 86/N: 2) 04-24-24 H Emergency Passed (Vote: Y: 86/N: 2) 05-01-24 S Senate rejected House amendments

[SB 1520](#) [Pemberton, Dewayne\(R\)](#) Raises the various limits on allowed earnings for
[Hays, Neil \(F\)\(R\)](#) members of the Teachers' Retirement System
when calculating retirement benefits;
EMERGENCY.

Bill History: 04-29-24 S Senate rejected House amendments
04-30-24 S Referred to Senate conference
committee Senate Conference Committee
04-30-24 S Senate appointed a conference
committee: Pemberton, Jett,
Dugger, Garvin and Matthews

General Government Bills


[SB 1264](#) [Stanley, Brenda\(R\)](#) Requires state health benefit plans, including the
[Miller, Nicole\(R\)](#) OK Employees Insurance Plan, include coverage
for certain genetic testing and screening for
cancer.

Bill History: 04-17-24 H Laid out for consideration in the House
at 12:01pm 
04-17-24 H Passed/Adopted (Vote: Y: 91/N: 2)
05-02-24 S Senate rejected House amendments

[SB 1399](#) [Hall, Chuck\(R\)](#) Creates the Oklahoma Capital Assets Maintenance
[McBride, Mark\(R\)](#) and Protection Fund under the Capitol
Improvement Authority, to be used for certain
specified purposes.

Bill History: 04-22-24 H Floor amendment(s) adopted: 1 by
McBride
04-22-24 H Passed/Adopted (Vote: Y: 74/N: 17)
05-01-24 S Senate rejected House amendments

[SB 1856](#) [Stewart, Jack \(F\)\(R\)](#) Allows a low performance evaluation to be used as
[Osburn, Mike\(R\)](#) a factor in deciding certain reduction-in-force
implementation plans for state employees.

Bill History: 04-16-24 H Laid out for consideration in the House
at 3:37pm 
04-16-24 H Floor amendment(s) adopted: 1 by
Munson
04-16-24 H Passed/Adopted (Vote: Y: 90/N: 0)

OMES Bills

[SB 1178](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1181](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1182](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1183](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1184](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1185](#) [Thompson, Roger\(R\)](#)
[Wallace, Kevin\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 02-22-23 S Referred to Senate Committee Senate Joint Appropriations & Budget
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1458](#) [Thompson, Roger\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 12-15-23 S Filed

[SB 1461](#) [Thompson, Roger\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 12-15-23 S Filed

[SB 1467](#) [Thompson, Roger\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 12-15-23 S Filed

[SB 1468](#) [Thompson, Roger\(R\)](#) Requires the Director of the Office of Management and Enterprise Services to prescribe certain electronic systems for payroll claims and processing; EMERGENCY.

Bill History: 12-15-23 S Filed

Open Meeting/Record Bills

[HB 2287](#) [Pfeiffer, John\(R\)](#)
[McCortney, Greg\(R\)](#) Establishes a Public Access Counselor Unit within the Office of the Attorney General to review, upon request, rejected requests of public records, charges the Attorney General with prosecuting violations of the Open Records Act; EMERGENCY.

Bill History: 05-25-23 S Conferees unable to agree
05-30-23 S Dormant pursuant to the rules
11-17-23 S Carried Over

[SB 1055](#)

[Kidd, Chris\(R\)](#)
[Pae, Daniel\(R\)](#)

Adjusts provisions of the Open Meeting Act to permit limited digital participation during public meetings and under set public access standards.

Bill History: 04-30-24 S Senate rejected House amendments
04-30-24 S Referred to Senate conference committee Senate Conference Committee
04-30-24 S Senate appointed a conference committee: Kidd, Howard, Gollihare, Daniels and Floyd

Workforce Dev. Bills

[SB 1447](#)

[Thompson, Kristen \(F\)\(R\)](#)
[Osburn, Mike\(R\)](#)

Creates the Creating Oklahoma's Modern Plan for Economic Transformation and Effectiveness Act which establishes an Oklahoma Office of Economic Development, Growth and Expansion for business development; EMERGENCY.

Bill History: 04-30-24 S Senate rejected House amendments
04-30-24 S Referred to Senate conference committee Senate Conference Committee
04-30-24 S Senate appointed a conference committee: K. Thompson, Coleman, Pugh, Haste, Weaver, Seifried and Young



Oklahoma School for the Deaf Report

Oklahoma School for the Deaf Report for the Commission

May 15, 2024

Dr. Heather Laine

Superintendent

On April 28, 2024, a series of three tornadoes were in the vicinity of Sulphur but the second tornado hit the heart of the Sulphur Community from the Chickasaw National Recreation Area through the Sulphur downtown to northeast of Sulphur. About 161 homes and businesses were damaged or destroyed. The power was out from the moment the tornado hit the town and came back on Sunday evening. All OSD employees, students and families who reside in Sulphur were safe. About 13 OSD employees had damages or lost their homes. 8 OSD retirees had damages or lost their homes. One student's family car was damaged. We closed the school on the week of April 29 and May 2 by having the students stay home. We helped our OSD employees and Sulphur community while dealing with the water damages in 8 of 11 buildings but five buildings had to require more time to clean up the water damages.

The community of Sulphur and OSD was amazing by helping each other through the ordeal since the tornado hit Sulphur. Our OSD community has been helping their colleagues and their families since Saturday night. I wanted to recognize these employees below for going above and beyond.

- Kris Travis, our Food Services Manager for working on Sunday morning to move the frozen food to a different location in Davis to keep them frozen until the power came on.
- Kris Travis and his Food Service team for preparing and cooking breakfast and lunch for the OSD families who were affected by the tornadoes, community, and first responders including companies working to take care of our water damages from Monday, April 29 to May 2.
- OSD Employees who came and help with the serving meals.
- Chris Reagle, our recreation specialist for checking OSD employees/retirees/Deaf community in the disaster area. He also provides assistance and resources for these people who were affected.
- Community Interpreters were available to assist the Deaf community in Sulphur.
- OSD Maintenance Team for checking and taking care of the buildings.

With the support of the Oklahoma Department of Rehabilitation Services and the Oklahoma State Department of Education, I had to make the decision to not have the students back on the campus on May 6 to finish the rest of the due to the safety of students being on the campus. We expect to have more contractors to work on these buildings that were affected by the water damages. We made the transition to virtual

learning where our teachers would check in with their students daily from Monday to Thursday until May 21 with various learning opportunities and for students to catch up with their work for their final grades. We have communicated with the parents via Parent Square regarding the plan. We delivered students' personal belongings from the dorm and iPads on Sunday, May 4.

Our Instructional and residential team are checking with parents on weekly basis.

We plan to have our high school students return to the campus from May 19 to 21 to participate in these events here on the campus at the auditorium, event room, small gym, big gym, and student union/game room and sleep at the Griffing Hall. The high school students will attend Athletic Awards on Sunday, May 19 at 11:30am for lunch, then awards, graduation rehearsals for seniors on Sunday and Monday, Prom for 10th-12th grade on Monday evening, and Graduation on Tuesday, May 21 at 1pm. We have enough staff to supervise our students on campus and will make sure our students' safety is our top priority during their stay.

We are working to have our summer camp program relocated to a different location off campus for the week of June 9-12 for kindergarten through 6th grade and for the week of June 16 to 21 for 7th through 12th grade. We do have sufficient staff to supervise day and night.

Sulphur will not have basketball camp this June due to the water damages at their location.

As of now, we do have five buildings that were affected by the water damages that occurred from the power outage and weather caused by the tornado.

1. **White Hall** - All three floors were affected by the flood.
 - The bottom 2 floors will need to be fully renovated and the third floor will be partially renovated.
 - The Drying process for White Hall is longer due to the size of the facility and the walls are constructed mortar instead of drywall.
 - Packing up and hauling out all furniture, shelving, desk, decor, etc.
 - Demo all affected areas...
 - Paint, plumbing, Replace broken ceiling tiles, doors, cabinetry, flooring, furniture, shelving, etc.
 - Moving everything back in and putting the facility back together

2. **Read Hall** - First floor affected.

- The Drying process is near completion.
 - Packing up and hauling out all furniture, shelving, desk, decor, etc.
 - Demo all affected areas...
 - Paint, plumbing, Replace broken ceiling tiles, doors, cabinetry, flooring, furniture, shelving, etc.
 - Moving everything back in and putting the facility back together

3. **Long Hall** - First floor affected.

- The Drying process is near completion.
 - Packing up and hauling out all furniture, shelving, desk, decor, etc.
 - Demo all affected areas...
 - Paint, plumbing, Replace broken ceiling tiles, doors, cabinetry, flooring, furniture, shelving, etc.
 - Moving everything back in and putting the facility back together

4. **Stewart Hall** - First floor affected.

- The Drying process is near completion.
 - Packing up and hauling out all furniture, shelving, desk, decor, etc.
 - Demo all affected areas...
 - Paint, plumbing, Replace broken ceiling tiles, doors, cabinetry, flooring, furniture, shelving, etc.
 - Moving everything back in and putting the facility back together

5. **Blattner Hall** - First floor affected.

- Asbestos abatement in affected areas before renovation to start. Tec-An to start 5/8/2024.
 - Demo all affected areas...
 - Paint, drywall, doors, cabinetry, flooring, etc.

6. **Mower Shop / Old Boiler House**

- Drying process complete
- Inventorying damaged equipment
- Will need to replace some equipment.

We will complete a list of all damaged equipment, furniture, etc. and report to OMES Risk Management.

There are several solutions that we are looking into if the buildings are not completed by August in time for the students' return for the 2024-2025 school year.

- We are looking at the possibility of bringing temporary dorm units to campus or the use of the hotel nearby for high school students and transporting to/from school from Sunday to Thursday while the dorm areas are being completed. The priority will be to finish White Hall (the school building) first. This will enable us to start school while construction continues the other facilities. We will be putting safety and security measures in place while that construction continues.
- We have a backup plan in case the White Hall is not completed by looking into bringing temporary classroom units to the campus.
- We also are looking into the possibility of adjusting our school calendar by starting the school later if the buildings on campus are not completed by August 1. The Oklahoma State Department of Education is supportive of our situation.

Matt Neal, the OSD Operations Manager, communicates with me daily regarding the above to keep me updated. The safety of our employees is our top priority as we get these buildings cleaned up, fix, and be ready for this fall. I am also involved with the discussion with DRS and OMES on everything.

OSD Current News as of May 8, 2024:

- A total of 13 seniors will be graduating on Tuesday, May 21 at 1pm at the Gymnasium.
- We have about 15 students on the list ready to enter OSD for the 2024-2025 school year.
- Chickasha Preschool will have their Open House on Tuesday, May 14 from 4pm to 6pm at University of Oklahoma Arts and Science.
- Dr. Heather Laine and Principal Scharla Becker attended the Conference on Deaf Educational Administrators of Schools and Programs for the Deaf (CEASD) in South Carolina from April 17 to 21.
- Dr. Laine and two early development specialists attended ASL and English Bilingual Early Childhood Education Summit at Gallaudet University from April 25 to 27.
- Our high school boys track was the Champions at the Great Plain Schools for the Deaf tournament at Kansas School for the Deaf.
- Our high school girls track won 2nd place at the Great Plain Schools for the Deaf tournament at Kansas School for the Deaf



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs Agency Summary						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	96,935,137.00	52.4%	61,731,377.44	63.7%	34,339,569.83	99.1%
Travel	1,293,450.00	0.7%	803,461.17	62.1%	46,537.41	65.7%
General Operating	29,446,113.00	15.9%	10,607,468.57	36.0%	10,607,948.12	72.0%
Office Furniture & Equipment	1,662,168.50	0.9%	611,798.64	36.8%	149,943.13	45.8%
Client / General Assistance	44,345,862.00	24.0%	18,903,285.65	42.6%	21,474,982.03	91.1%
Indirect Cost	11,270,854.00	6.1%	7,478,595.22	66.4%	3,792,258.78	100.0%
Total	184,953,584.50	100.0%	100,135,986.69	54.1%	70,411,239.30	92.2%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs						
Vocational Rehabilitation and Visual Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	30,477,753.00	36.7%	18,364,156.19	60.3%	11,699,818.89	98.6%
Travel	882,950.00	1.1%	590,818.06	66.9%	664.56	67.0%
General Operating	10,004,704.00	12.1%	5,009,304.55	50.1%	4,204,675.92	92.1%
Office Furniture & Equipment	736,508.00	0.9%	338,436.72	46.0%	117,354.10	61.9%
Client / General Assistance	36,371,862.00	43.9%	13,542,803.54	37.2%	19,101,823.78	89.8%
Indirect Cost	4,471,299.00	5.4%	2,863,184.00	64.0%	1,608,115.00	100.0%
Total	82,945,076.00	100.0%	40,708,703.06	49.1%	36,732,452.25	93.4%
<i>Vocational Rehabilitation Grant</i>						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	27,758,218.00	35.5%	16,524,616.40	59.5%	10,835,997.10	98.6%
Travel	864,000.00	1.1%	576,114.61	66.7%	664.56	66.8%
General Operating	9,263,446.00	11.8%	4,713,427.87	50.9%	3,886,890.97	92.8%
Office Furniture & Equipment	543,960.00	0.7%	191,289.68	35.2%	117,354.10	56.7%
Client / General Assistance	35,655,667.00	45.6%	13,225,985.07	37.1%	18,812,011.88	89.9%
Indirect Cost	4,160,619.00	5.3%	2,642,129.36	63.5%	1,518,489.64	100.0%
Total	78,245,910.00	100.0%	37,873,562.99	48.4%	35,171,408.25	93.4%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,437,421.00	72.1%	5,304,281.52	71.3%	2,091,043.51	99.4%
Travel	107,000.00	1.0%	46,823.17	43.8%	0.00	43.8%
General Operating	1,628,187.00	15.8%	790,956.83	48.6%	732,331.30	93.6%
Office Furniture & Equipment	285,127.00	2.8%	178,383.23	62.6%	32,589.03	74.0%
Client / General Assistance	76,000.00	0.7%	24,565.24	32.3%	0.00	32.3%
Indirect Cost	784,440.00	7.6%	571,804.08	72.9%	212,635.92	100.0%
Total	10,318,175.00	100.0%	6,916,814.07	67.0%	3,068,599.76	96.8%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs						
Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,200,943.00	41.8%	5,651,861.93	61.4%	3,513,016.08	99.6%
Travel	133,000.00	0.6%	99,180.59	74.6%	18,239.60	88.3%
General Operating	10,646,767.00	48.4%	1,208,098.43	11.3%	2,723,885.61	36.9%
Office Furniture & Equipment	558,322.50	2.5%	71,084.27	12.7%	0.00	12.7%
Client / General Assistance	448,000.00	2.0%	125,630.62	28.0%	133,444.50	57.8%
Indirect Cost	1,007,110.00	4.6%	668,072.83	66.3%	339,037.17	100.0%
Total	21,994,142.50	100.0%	7,823,928.67	35.6%	6,727,622.96	66.2%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs						
Disability Determination Division						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	41,243,263.00	71.1%	26,754,039.07	64.9%	14,290,478.19	99.5%
Travel	94,300.00	0.2%	26,714.84	28.3%	27,633.25	57.6%
General Operating	4,177,654.00	7.2%	2,331,864.57	55.8%	1,649,951.66	95.3%
Office Furniture & Equipment	34,213.00	0.1%	2,400.62	7.0%	0.00	7.0%
Client / General Assistance	7,450,000.00	12.8%	5,210,286.25	69.9%	2,239,713.75	100.0%
Indirect Cost	5,000,570.00	8.6%	3,371,215.03	67.4%	1,629,354.97	100.0%
Total	58,000,000.00	100.0%	37,696,520.38	65.0%	19,837,131.82	99.2%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

All Programs DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	8,575,757.00	73.3%	5,657,038.73	66.0%	2,745,213.16	98.0%
Travel	76,200.00	0.7%	39,924.51	52.4%	0.00	52.4%
General Operating	2,988,801.00	25.6%	1,267,244.19	42.4%	1,297,103.63	85.8%
Office Furniture & Equipment	47,998.00	0.4%	21,493.80	44.8%	0.00	44.8%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	7,435.00	0.1%	4,319.28	58.1%	3,115.72	100.0%
Total	11,696,191.00	100.0%	6,990,020.51	59.8%	4,045,432.51	94.4%

Department of Rehabilitation Services Financial Status Report FY 24

As of March 31, 2024

Personnel

Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

Travel

Travel - Agency Direct

Travel - Reimbursements

General Operating

AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

Inter/Intre Agency Payment for Personal Services

Maintenance & Repair

Miscellaneous Administration Fee

Professional Services

Production, Safety, Security

Refunds, Indemnities, Restitution

Rent Expense

Scholarships, Tuition and Other Incentive-Type Payments

Shop Expense

Specialized Supplies & Materials

Office Furniture & Equipment

Library Equipment & Resources

Office Furniture & Equipment

Client / General Assistance

Social Service and Assistance Payments

Indirect Cost



Capital Outlay Request

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES

EXECUTIVE SUMMARY

ISSUE:

Review of the FY 2026 – FY 2033 Capital Outlay Request

BACKGROUND:

The DRS Chief Financial Officer has reviewed the FY 2026 – FY 2033 Capital Outlay Request and justifications as submitted by DRS Divisions.

STAFF RECOMMENDATION:

Staff requests the Commission review, assign Agency priorities, and make recommendations for the FY 2026 – FY 2033 Capital Outlay Request.

BUDGET IMPACT:

FY 2026 – FY 2033 Capital Outlay Request

Division/Program	Number of Projects	Total Cost
OSB	7	\$18,300,000
OSD	1	2,500,000
TOTAL	8	\$20,800,000

**Department of Rehabilitation Services
FY 2026 - FY 2033 Capital Outlay Request**

Priority	Project #	Project Name	Amount
NEW	805-0103	OSD - Resurface Parking Lots and Roads, and Covered Parking	\$2,500,000
1	805-0068	OSB - New Cafeteria	6,700,000
2	805-0069	OSB - Auditorium Remodel	900,000
3	805-0090	OSB - Boys Dormitory Remodel	1,300,000
4	805-0036	OSB - New Media and Technology Center	4,350,000
5	805-0030	OSB - B-4 Building Remodel	1,300,000
6	805-0026	OSB - New Maintenance and Auto/Carpentry Shop	2,850,000
7	805-0072	OSB - Apartment Remodel	900,000
TOTAL REQUEST			\$20,800,000

Division/Program	Amount
OSB (7 Projects)	\$18,300,000
OSD (1 Projects)	2,500,000
Total Request (8 Projects)	\$20,800,000

DEPARTMENT OF REHABILITATION SERVICES

FY 2026 - FY 2033 Capital Outlay Request

805-0103 OSD - Resurface Parking Lots and Roads, and Covered Parking Agency Priority NEW Amount \$2,500,000

This request is to resurface all parking lots and roads on OSD's campus due to uneven/broken surfaces. The project will repair and fill cracks in the road, and then overlay the roads and parking lots. Areas that are damaged will be addressed by cutting those areas out and repairing before the overlay. Curb work will be performed in some areas for better drainage. The request also includes covered parking for our buses and fleet vehicles. This will be part of a parking lot that is currently gravel.

805-0068 OSB - New Cafeteria Agency Priority 1 Amount \$6,700,000

This request is for construction of a new school cafeteria. Underneath the concrete floor the sewer and plumbing lines are original to the 1904 building. Maintenance has piece-milled sections of pipe. The floor drains do not drain properly. Water lines and grease traps are old and need to be replaced. The ceilings are low and the lighting is inadequate. There are large, load-bearing columns throughout the dining room that make it difficult for visually impaired children to navigate freely. A new cafeteria would also provide additional room for trainings and special events. The old dining room could be remodeled for more classrooms.

805-0069 OSB - Auditorium Remodel Agency Priority 2 Amount \$900,000

This request is to renovate the auditorium to upgrade flooring, lighting, sound system and seating capacity. At graduation and other special events, the auditorium fills to capacity with families, friends, and dignitaries. They must stand in the aisles and doorways. The dry-rotted plywood sub-floor will not hold the screwed down seats. The sub-floor must be replaced before new seating and carpet can be installed. The carpet, painting, and seating were replaced approximately 22 years ago. The lighting is inadequate and the sound system is approximately 1 year old. The HVAC needs to be upgraded from a 2 pipe to a 4 pipe system. There are 265 seats and 3,150 sq. ft., which includes the balcony area.

805-0090 OSB - Boys Dormitory Remodel
Agency Priority 3 Amount \$1,300,000

The High School boys' dorm is currently made up of 16 very small areas divided with partitions. This does not provide adequate privacy that is needed for the boys like the girls have in Lowry Hall. This will give each boy their own room with a door for privacy. This would also update/renovate their recreational, kitchen space, and bathroom.

805-0036 OSB - New Media and Technology Center
Agency Priority 4 Amount \$4,350,000

This request is for a new Media Technology Center that would also be large enough to house all library materials. The new center will include technology labs that are designed for low vision and braille students. The low vision lab will have different types of electronic table top & hand-held magnifiers. The computers will be adapted for visually impaired and blind students. The labs will have study cubicles for students to complete assignments with support from our trained technology and library staff. There will be braille embossers in a sound proof room that can be accessed from the lab. The OSB library has outgrown its present space. Most libraries have materials in one or two mediums; however, OSB provides books and materials in several mediums (regular print, large print, Braille, and tape). For example, the braille equivalent for one regular dictionary is 24 volumes in large print and 32 large volumes in braille. Because OSB currently houses the largest braille library in the state, the weight of the holdings on the top floor of the library could present future problems. Due to the location of the library, it is necessary to block off access to the library after school hours for safety reasons pertaining to dormitory security. The new library will be located where students can access it after hours and have full use of all media and resources. Students will be able to exit in a safe and timely manner. In addition, an area would be dedicated for raised relief maps. The school already owns several relief maps that are on stands and range in size from 3ft x 3ft to 4ft x 5ft. These maps are great learning tools for our students, but are presently stored because there is no space to display them.

805-0030 OSB - B-4 Building Remodel
Agency Priority 5 Amount \$1,300,000

This project is to renovate the B-4 Building into independent living units for transitional OSB students and have a main teaching/meeting area. This would add new plumbing, electrical, and HVAC systems. Plaster repairs, painting, and new flooring would be required. The building has new a roof, windows, and tuckpointing. Presently, the B-4 dormitory second floor can only be used for storage. The main floor has been renovated using donated monies.

805-0026 OSB - New Maintenance and Auto/Carpentry Shop
Agency Priority 6 Amount \$2,850,000

The current, old building houses the auto shop and the carpentry shop. It is too small to house both. Only one vehicle at a time can be squeezed into the allotted space. Currently our mechanic has to work outside and lie on the ground (in all weather) when working on our school buses and other vehicles. The old building is also located in a high student traffic walking area. The new metal building will be approximately 75' x 100' with a carport attached to the front of the building along the entire 100' length for a 20' x 100' carport.

805-0072 OSB - Apartment Remodel
Agency Priority 7 Amount \$900,000

This project is to renovate the old apartments built in 1949, located on the second floor above the maintenance building, into independent living units for OSB transition graduates. This plan will connect this building to the B-4 dorm with a connecting corridor/walkway. These apartments will be accessed by an elevator. The current building is not ADA accessible. New plumbing, electrical and HVAC systems need to be installed, as well as plaster repaired, painting, and new flooring. The building already has a new roof. Presently the apartments can only be used for storage.

TOTAL REQUEST \$20,800,000



Vocational Rehabilitation Services Report

Commission for Rehabilitation Services

Report by Mark Kinnison, VR Division Administrator
May 2024

- As of May 2, 2024, our employment programs have taken 2,570 applications, developed 1,689 plans of employment, and closed 544 cases in successful employment.
- Wages on successfully closed cases are averaging \$17.08 an hour. Our unit in SE, OK is averaging \$20.75 an hour.
- Meetings have been held with our change teams groups—these consist of Process Improvement, Recruitment & Retention, and Organizational & Cultural Change.
- A meeting with VRTAG-QM was held in April, which focused on grant management and financial processes. Several DRS staff were in attendance.
- Administrative Programs Officer Toni Stine, and her team, worked diligently to successfully resolve issues we were having with claims payments to our vendors. She has also been able to work with our staff in securing additional vendors to assist with psychological assessments. Randy Weaver and Jonathan Woodward were also helpful in this process.
- DRS recently held a Business Summit. The Business Services Team worked earnestly to pull this event together. There were approximately 150 individuals in attendance. The audience consisted of DRS employees, workforce partners, and businesses and non-profits. Approximately 65 individuals made up the portion of businesses and non-profits.
- The Employment Support Services Team, along with VRTAC-QE, are currently working out plans to provide training to community rehabilitation providers—this will allow contracts to be implemented.
- The DRS performance team continues to meet consistently and there has been significant movement in releasing clients off the Priority Group waitlist.
- Many DRS staff attended the most recent CSAVR conference. As a result, the VR Division Administrator held a meeting with management staff regarding topics that were presented, which included rapid engagement, outcomes, and performance improvement.

- A meeting was held with RSA regarding negotiated performance measure rates. Over the next two years, the employment programs will be held to higher standards.
- Biweekly meetings continue to be held with VR Field Coordinators, Transition Coordinator, and Business Coordinator.
- A meeting was recently held with the Muscogee (Creek) Nation Vocational Rehabilitation director and staff. We are planning to possibly coordinate a larger meeting with other OKTVR programs and staff.
- DRS staff have met representatives from Set-Works and Alliance. Both of these programs have systems that can assist VR programs and community rehabilitation providers in work processes.
- We recently completed a re-location of the VR office in Midwest City.

Transition Updates Include the Following:

- Building Employment Skills for Today (BEST) followed by Summer Transition Employment Program (STEP) has received 535 applications statewide. We are planning on 24 locations this summer.
- We are looking to have some BEST only locations in July to accommodate those who do not reside in any of the present sites.
- Science Technology Engineering Mathematics (STEM) camp has 6 locations scheduled for this summer, with a capacity of 15 students per site.
- Transition Visually Impaired Blindness Empowerment (VIBE) is scheduled for one week in June. Also, Robbin Clark with Expanded Care Solutions, LLC, will be coming for 2 weeks to provide a seminar for transition planning to OSB students.
- OU Sooner Works Summer Academy is scheduled for one week in June, with a capacity of 15 students.
- Transition Coordinator is working on Pre-ETS contract revisions per the RSA guidelines and multiple new contracts are being developed under the transition realm for the new fiscal year.

Portal Update

During the month of April 2024, we received 38 self-referrals through the portal. However, technical system difficulties resulted in referrals not loading in AWARE for nearly 3 weeks. Once that was brought to our attention, we worked with Alliance to find and correct the issue. We emailed the ninety-seven (97) individuals who had attempted to create a self-referral but had been unable to do so. We asked them to go to the DRS website and try again and several have already done so. Of the 38 referrals, 3 have already made application, 1 already had an open referral, and the rest are still in open status.

Priority Group Update

A total of 200 clients were released from the Priority Group 2 waitlist.

As of May 2, 2024, Priority Group 1 is open. Priority Group 2 is closed with 677 clients, and Priority 3 is closed with 235 clients. This leaves a total of 912 clients on the waitlist for services.

As always, I'm very proud of our DRS staff and clients. It's a pleasure to serve them and help them achieve their goals.

Respectfully submitted,

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



Human Resources Report

PERSONNEL ACTIVITY REPORT AS OF APRIL 30, 2024

FILLED AND VACANT POSITIONS

Personnel Activity = 11 vacant positions filled / 60 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
EXEC	Executive Administrative Asst / P105493	05/01/2024	EXEC	03/25/2024	Continuous	24-070	Currently Open	
FSD	Accountant / 0013	03/08/2024	FSD	04/02/2024	04/19/2024	24-076	In Selection Process	
FSD	Budget Analyst / 0983	04/13/2022	FSD	03/29/2024	Continuous	24-077	Currently Open	
FSD	Accountant / 1063	08/31/2023	FSD	02/09/2024	02/29/2024	24-060	In Selection Process	
OSB	Teacher / 0840	07/31/2024	OSB	04/01/2024	04/05/2024	24-069	In Selection Process	
OSB	LPN / 0483, 0420	05/31/2024	OSB	04/10/2024	Continuous	24-081	Currently Open	
OSB	Teacher (K-12 Physical Ed) / 0425		OSB	03/29/2024	Continuous	24-073	Currently Open	
OSB	School Transition Coordinator / 1089		OSB	03/26/2024	04/01/2024	24-067	Currently Open	
OSB	Transportation Officer/Student Aide / 1084	01/08/2024	OSB	02/09/2024	Continuous	24-061	Currently Open	
OSB	Construction/Maintenance Technician / 0819	02/01/2024	OSB	02/13/2024	Continuous	24-063	Michael Wiedel	04/01/2024
OSB	Principal / 0537	08/01/2024	OSB	02/29/2024	Continuous	24-065	Currently Open	
OSB	Construction/Maintenance Technician / 0256	12/01/2023	OSB	01/12/2024	Continuous	24-054	Christopher Jacob	04/01/2024
OSB	Direct Care Specialist / 0610, 0378	02/29/2024	OSB	01/17/2024	Continuous	24-057	Currently Open	
OSB	Independent Living Instructor / 0164	04/01/2024	OSB	11/15/2023	Continuous	24-040	Lynnette Cooper	04/01/2024
OSB	School Psychologist, 2045 / 0463	10/19/2023	OSB	10/26/2023	Continuous	23-095	Currently Open	
OSD	Teacher / 0635	07/31/2024	OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open	
OSD	Administrative Assistant / 0172	03/04/2024	OSD	03/01/2024	Continuous	24-066	Currently Open	
OSD	Construction/Maintenance Technician / 0245	02/01/2024	OSD	03/11/2024	Continuous	24-068	Currently Open	
OSD	Food Service Specialist / 0655							
OSD	Teaching Assistant / 0648	11/01/2023	OSD	01/11/2024	Continuous	24-038	Currently Open	
OSD	Housekeeping/Custodial Worker / 0542	01/09/2024	OSD	01/17/2024	Continuous	24-058	Currently Open	

OSD	Director of Outreach and Accessibilities, 4966 / P104791	New PIN	OSD	08/07/2023	Continuous	24-017	Currently Open	
OSD	Teacher, 2083 / 0050	07/31/2023	OSD	08/16/2023	Continuous	24-022	Currently Open	
OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open	
OSD	Principal, 1854 / 0081	02/01/2010	OSD	09/06/2023	Continuous	23-082	Currently Open	
OSD	Direct Care Specialist / 0824, 0620, 0642, 0803	10/22/2012 01/01/2024 03/10/2024 03/07/2024	OSD	10/24/2023	Continuous	23-032	Militsa Embaugh	04/01/2024
OSD	Teacher, 2083 / 0022, 0569, 0890, 0871	07/31/2023 04/30/2020 08/01/2021 08/01/2024	OSD	10/04/2023	Continuous	23-079	Pamela Fylstra	04/01/2024
VR	Behavioral Health Clinician / 0034	04/30/2023	VR23 – OKC	04/10/2024	Continuous	24-080	Currently Open	
VR	Vocational Rehabilitation Specialist / 0512							
VR	Vocational Rehabilitation Specialist / 0044	02/28/2024	VR67 – Tulsa	03/21/2024	Continuous	24-074	Currently Open	
VR	Rehabilitation Technician / 0087	02/05/2024	VR45 – Tulsa	02/07/2024	Continuous	24-062	Currently Open	
VR	Vocational Rehabilitation Specialist / 0821	02/11/2024	VR13 – McAlester	02/12/2024	Continuous	24-064	Currently Open	
VR	Secretary / 1065	01/31/2024	VR Admin – OKC	01/04/2024	Continuous	24-051	Judy McIntosh	04/15/2024
VR	Vocational Rehabilitation Specialist / 0021	11/06/2023	VR67 – Tulsa	01/04/2024	Continuous	24-052	Gordon Xiong	04/23/2024
VR	Vocational Rehabilitation Specialist / 0949	12/18/2023	VR22 – Norman	12/08/2023	Continuous	24-043	Kayla McKelvin	04/01/2024
VR	Vocational Rehabilitation Specialist / 0710	12/14/2023	VR12 – Lawton	12/05/2023	Continuous	24-044	Currently Open	
VR	Business Services Liaison / 0814	07/22/2022	VR86 – Ada	12/04/2023	12/18/2023	24-045	In Selection Process	
VR	Job Placement Specialist / 0925	05/31/2023	VR47 – OKC	12/04/2023	12/18/2023	24-046	In Selection Process	
VR	Vocational Rehabilitation Specialist / 0659	02/28/2023	VR38 – Okmulgee	12/19/2023	Continuous	24-048	Currently Open	
VR	Rehabilitation Technician / 0553	10/24/2023	VR80 – Tulsa	11/20/2023	Continuous	24-041	Sharon Hultgren	04/01/2024
VR	Rehabilitation Technician / 0577	08/07/2023	VR63 – Alva	09/22/2023	Continuous	24-032	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	09/13/2023	Continuous	23-098	Currently Open
VR	Behavioral Health Clinician / 0467	04/14/2023	VR23 – OKC	10/27/2023	Continuous	23-083	Currently Open
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	01/24/2024	Continuous	23-038	Currently Open
VR	Vocational Rehabilitation Specialist / 0948	11/08/2022	VR05 – Weatherford	03/20/2024	Continuous	23-040	Currently Open
VR	Vocational Rehabilitation Specialist / 0776	07/15/2022	VR86 – Ada	10/17/2023	Continuous	23-021	Currently Open
VR	Vocational Rehabilitation Specialist / 0073	06/20/2022	VR13 – McAlester	09/26/2023	Continuous	23-003	Currently Open
VR	Vocational Rehabilitation Specialist / 0904	06/17/2022	VR80 – Tulsa	07/20/2022	Continuous	23-008	Currently Open
VR	Vocational Rehabilitation Specialist / 0793	07/26/2022	VR05 – Weatherford	03/19/2024	Continuous	22-105	Currently Open
VR	Vocational Rehabilitation Specialist / 0752, 0955	11/01/2021 10/31/2022	VR80 – Tulsa	11/03/2022	Continuous	23-037	Currently Open
VR	Vocational Rehabilitation Specialist / 0567	09/01/2020	VR67 – Tulsa	12/22/2020	Continuous	21-028.1	Currently Open
VR	Vocational Rehabilitation Specialist / 0627	07/08/2020	VR18 – Muskogee	08/18/2021	Continuous	21-007.2	Currently Open
SBVI	Administrative Assistant / 0395	02/16/2024	SBVI33 – OKC	03/15/2024	Continuous	24-071	Currently Open
SBVI	Rehabilitation of the Blind Specialist / 0679	04/01/2024	SBVI90 – OKC	03/20/2024	Continuous	24-072	Currently Open
SBVI	Assistive Technology Trainer / 0654	01/03/2023	TBD	03/25/2024	Continuous	24-075	Currently Open
SBVI	Rehabilitation Technician / 0760	04/15/2024	SBVI90 – OKC	03/29/2024	Continuous	24-079	Currently Open
SBVI	Rehabilitation Technician / 0711	12/01/2023	SBVI64 – Tulsa	01/02/2024	Continuous	24-050	Currently Open
SBVI	Vocational Rehabilitation Specialist / 1033	12/15/2023	SBVI73 – OKC	01/24/2024	Continuous	24-059	Deitra Woody 04/01/2024
SBVI	Vocational Rehabilitation Specialist / 0094	05/08/2023	SBVI59 – Enid	10/10/2023	Continuous	23-084	Currently Open
SBVI	Assistive Technology Specialist / 0091	07/01/2020	SBVI – TBD	02/02/2024	Continuous	22-066	Alan Helmer 04/22/2024
SBVI	Vocational Rehabilitation Specialist / 0669	05/29/2021	SBVI 69 – Weatherford	10/09/2023	Continuous	21-080.5	Currently Open

DISCHARGES/RESIGNATIONS/RETIREMENTS = 7

As of April 30, 2024

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Retirement = 1

1 = 26 years 9 months

Resignation = 1

1 = 13 years 10 months

DIVISION OF VOCATIONAL REHABILITATION

Retirement = 1

1 = 28 years 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

OKLAHOMA SCHOOL FOR THE BLIND

OKLAHOMA SCHOOL FOR THE DEAF

Trial Period Discharge = 1

1 = 7 months

Resignation = 1

1 = 11 months

Death = 1

1 = 9 years 7 months

DISABILITY DETERMINATION SERVICES

Resignation = 1

1 = 16 years

CURRENT FTE STATUS FY 2024

FTE as of April 30, 2024

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	77.8	70.00	4.00	0.00	74.00
Vocational Rehabilitation	229.0	198.00	23.00	(1.00)	220.00
Services for the Blind and Visually Impaired VR/SBVI-DP	108.0	94.00	7.00	(2.00)	99.00
Oklahoma School for the Blind	3.00	3.00	0.00	0.00	3.00
Oklahoma School for the Deaf	100.0	98.00	10.00	0.00	108.00
	129.0	112.00	16.00	(1.00)	127.00
Total (NON-EXEMPT)	646.8	575.00	60.00	(4.00)	631.00
Disability Determination Services (EXEMPT)	350.0	320.00	0.00	(320.00)	320.00
TOTAL NON-EXEMPT & EXEMPT	996.8	895.00	60.00	(324.00)	951.00

FY 24 Budgetary Limit = 1255

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

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



Commission Minutes

March 13, 2024

**Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services (DRS)
In-Person and Videoconferencing
Regular Commission Meeting Minutes
March 13, 2024**

CALL TO ORDER AND ROLL CALL

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

PRESENT

Theresa Flannery, Commission Member
Dr. Janet Barresi, Commission Member

STATEMENT OF COMPLIANCE

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

AGENDA CHANGE

The Executive Session (Agenda item 15) will be postponed to the April 17th meeting when all the Commissioners will be in attendance.

PRESENTATION OF LONGEVITY CERTIFICATES

Commissioner Flannery presented a longevity award to Esther Watkins, who has worked 35 years in the Vocational Rehabilitation program in Tulsa.

PRESENTATION OF THE 2023 OKLAHOMA COMMISSION FOR REHABILITATION SERVICES AWARD.

The Commission presented Ms. Brown and Ms. McKelvin with Oklahoma State flags that were flown over the Oklahoma State Capitol.

Rachel Brown is a Vocational Rehabilitation Program Manager for Northwest Oklahoma. She works tirelessly to train new employees, fill vacancies, and cover vacant caseloads in multiple offices, all with a great attitude and a smile. Rachel is patient and personable with clients and makes sure they have the needed resources and services that DRS provides. Rachel is an outstanding leader and a great advocate for our clients.

Krista McKelvin is Vocational Rehabilitation Program Manager for the Southwestern offices. Krista is passionate and hardworking, often taking on vacant caseloads herself to ensure no client is left unattended. Krista advocates for both staff and clients and creates a work environment where her staff feels valued and protected. She is a positive, resourceful leader who communicates clearly and respectfully with her team. She continually provides her team with growth opportunities and always encourages them to achieve their best.

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

Director Fruendt thanked the Communications Department for an outstanding job in planning the People with Disabilities Awareness Day. It was a huge success with 639 people attending. She thanked the Oklahoma Rehabilitation Council and Carolina Colclasure for their donation to the Oklahoma History Center so that everyone in attendance could also see the museum exhibits.

Meetings:

- Workforce Partnership meetings have begun again, and Director Fruendt was invited to be a non-voting exhibition member of the Executive Committee for the Governor's Council on Workforce and Economic Development.
- Attended a meeting at the Oklahoma Department of Health to discuss early intervention for children identified as deaf and hard of hearing at birth. Dr. Laine asked for this meeting.
- Along with Kevin Statham and Jennifer Hardin, attended Senate Appropriations Subcommittee and Senate Appropriations Committee meetings, and met with Senator Garvin regarding budget appropriations.
- Working with Tonya Garmin to review the State Plan for Independent Living which is due in June.
- Attended the re-opening of the Lawton Workforce Center Open House.

State Plan – Stephanie Roe - The Vocational Rehabilitation Services portion of the PY 2024 through PY 2027 (July 1, 2024 - June 30, 2028) has been submitted to the Department of Labor and Education on March 4, 2024. The Rehabilitation Services Administration (RSA) has 90 days to review and approve the plan. No public comments were received during the 30-day public comment period.

RSA Monitoring – Stephanie Roe - On February 5, 2024, DRS received a draft monitoring report. RSA asked for a review of the draft to dispute inaccuracies and respond to the findings. DRS Leadership teams met to review and develop a response that was returned to RSA by the deadline on February 27th. RSA has 90 days to review and approve the plan. Director Fruendt thanked all the staff who worked on this.

FFY 2021 Sec. 107 Pre-Employment Transition Services (Pre-ETS) Correction Action Plan (CAP) Progress – Lyuda Polyun

DRS submitted the first quarterly update for the Section 107 Pre-ETS CAP to RSA on January 31, 2024. RSA noted 1 finding as partially resolved and quarterly reporting will continue to be monitored on the remaining corrective action steps where progress is still ongoing. The next FFY 2021 Pre-ETS CAP Progress Report is due to RSA on 04/30/2024. Director Fruendt will send RSA's findings to the Commission.

Process Improvement (PI)

- The AWARE team completed data corrections in time for the RSA 911 successful submission for the Program Year 2023 Q2 report. The AWARE team has a new Administrative Assistant to help ensure complete and accurate reporting as the Pre-ETS services program expands to reach more students with disabilities throughout the state.
- The Missouri Pre-ETS portal project is making progress. The project should be completed in time for the next quarterly RSA 911 submission in May 2024.
- The new Power BI project will commence shortly and will provide better digital accessibility for users. The Power BI consultant starts on Monday, February 26.

Case Review

- The QA team is currently working on the open audit for February. QA Team is also working on Pre-ETS questions that will be added to the current audit instrument when completed.

Program Standards, Statistical Research, Data Dashboards

- The research staff are working on two Power BI reports: one focused on schoolwork study and the other on closure reasons.
- The statistical research specialist is learning Structured Query Language (SQL) to help with BI report design.

Commissioner Flannery asked Director Fruendt for her impression of the Senate budget hearings. Director Fruendt noted that so far, there is only a 3% increase for the two schools.

LEGISLATIVE REPORT

Melinda Fruendt, Executive Director

- SB 154 is a joint request made with the Oklahoma Department of Education which provides an exception for the Braille reading and ASL students from the Reading Sufficiency Act (RSA) because the current RSA testing methods don't address an infrastructure that would ensure equity practices for hearing and visually impaired. The bill made it through committee and is proceeding through the legislative process.
- SB 1339 creates the Oklahoma Opportunity Scholarship Act which provides financial assistance to students with intellectual disabilities pursuing studies through a Comprehensive Transition and Postsecondary (CTP) program. This is expected to pass unanimously. This bill will be heard on the Senate Floor.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, CFO

Financial Status Reports for FY 2024.

- Financial Status Report FY 24 – As of January 31, 2024, the agency had spent \$76.3M of the \$184.8M budget, with remaining encumbrances of \$90.9M,

which represents 90.5% of the budget. Capital improvement projects are included in the budget.

CAPITAL IMPROVEMENT REPORT

Susan Smith, CPO, Management Services / Purchasing

All of the current capital improvement projects are currently at the Oklahoma School for the Deaf. The projects are:

- Blattner Hall dorm renovation is budgeted at \$1.3M and is awaiting the delivery of materials.
- Read Hall elevator replacement budgeted at \$1M and is completed.
- Griffing Hall elevator replacement is budgeted at \$2.2M. Currently selecting an architectural and engineering firm via a big process.
- Auditorium seating replacement, budgeted at \$407k, is currently on hold.
- Playground upgrade to add shade, budgeted at \$300K and now getting quotes.
- Football field upgrades to include a press box, lighting, concession stand, and a track; budgeted at \$1.8M, currently in a bid process.

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED (SBVI) REPORT

Tracy Brigham, Division Administrator

DRS Portals affecting client services are:

- Online self-referral/Client Portal, where individuals can create an account to initiate a new referral or access existing cases. Currently, about 8% of all referrals since the go-live date in January 2023 were for high school students.
- Pre-VR Portal is geared toward Oklahoma high school students with disabilities who need Pre-Employment Transition Services.

In February, there were 77 referrals in the portals, and nine of those have become new cases. Six of those cases were closed after failed attempts to schedule appointments. There are 62 pending referrals.

Priority Group Update: Priority Group 1 is open. Priority Groups 2 and 3 are closed. As of 3/13/24, there are 1100 individuals on the Priority Group II waitlist, and 225 on the Priority Group III waitlist, for a total of 1325 on the waitlists.

Senator Kirt and Representative Hefner completed a tour of the OKC AT Lab and Training Apartment at Shepherd Center on November 29. This apartment simulates a home environment to teach blind and low-vision clients how to navigate at home. The tour and information were well received, and the legislators stated that they would recommend other legislators tour as well.

Kevin Treese and Tracy Brigham visited the Oklahoma State Reformatory in Granite to tour the braille transcription education program. SBVI and DOC have a partnership in this program and SBVI loaned braille embossers to the program

so the inmates can learn braille. The goal of the program is for the inmates to have a career opportunity when they leave prison. The AIM Center will collaborate with the Department of Corrections (DOC) to provide projects for the braille education program which will benefit inmates by teaching them braille so they can become certified and will also benefit children by providing braille books for children via the Accessible Instructional Materials (AIM) center.

Business Enterprise Program – The program had 13 facilities move up in classification, and 3 moved up two levels. The higher classifications mean that business is improving for our licensed vendors.

SBVI clients employed since Oct 1 are working 35 hours a week at an average of \$16.20 per hour.

HUMAN RESOURCES REPORT

Tom Patt, HR Director

- Personnel Activity report as of February 29, 2024: 8 vacant positions were filled; 53 positions are open, 2 positions were canceled. There were also 5 resignations and 2 retirements.
- Current Full-Time Equivalent (FTE) status – There are currently 938 FTE positions.

OKLAHOMA REHABILITATION COUNCIL (ORC) REPORT

Carolina Colclasure, ORC Program Manager

ORC had a booth at the People with Disabilities Awareness Day (PWDAD) and Ms. Colclasure congratulated DRS on the successful event. After the PWDAD, ORC sent their 2023 Legislative Primer to all legislators and senators along with a letter requesting support for DRS.

The ORC Federal Fiscal Year (FFY) 2023 Annual Report was emailed to the Rehabilitation Services Administration (RSA) and the Governor's Office on December 18, 2023. The electronic version can be found on ORC's website.

ORC is partnering with the DRS Business Services Program to sponsor a Business Summit that will be held on March 28th.

The Executive Committee has three new members but still has one vacancy. The Committee reviewed the Strategic Plan, and all the activities and objectives are ongoing.

Commissioner Barresi asked about a partnership with Veterans Affairs, and Ms. Colclasure noted that ORC does not have a partnership but has attended meetings at the VA. Director Fruendt noted that DRS has a standing Memorandum of Understanding with Veterans Affairs for Vocational Rehabilitation and Services for the Blind and Visually Impaired.

ACTION ITEMS

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR DEAF

Trudy Mitchel, Director of Student Life

Donation Report: The donations for February 2024 totaled \$2,146.99.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the February 2024 OSD donations. Both Commissioners voted in the affirmative and the motion carried.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE BLIND

Rita Echelle, Superintendent

Donation Report: The donations for February 2024 totaled \$7,918.00.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the February 2024 OSB donations. Both Commissioners voted in the affirmative and the motion carried.

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

Kevin Treese, Program Manager III, SBVI

The donations for February 2024 totaled \$1,140.00.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the February 2024 OSB donations. Both Commissioners voted in the affirmative and the motion carried.

PROPOSED EXECUTIVE SESSION TO DISCUSS THE IMPLEMENTATION OF A DRS EMPLOYEE SURVEY

This was tabled until the April 17th Commission meeting.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

The next Commission meeting will be April 17th at:
Department of Rehabilitation Services
3535 NW 58th Street, 2nd Floor Conference Room
Oklahoma City, OK 73112
There will be no zoom option at this meeting.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 12:46 PM.



Commission Minutes

April 17, 2024

**Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services (DRS)
In-Person Meeting
Regular Commission Meeting Minutes
April 17, 2024**

CALL TO ORDER AND ROLL CALL

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

PRESENT

Theresa Flannery, Commission Member
Dr. Janet Barresi, Commission Member

STATEMENT OF COMPLIANCE

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

Commissioner Flannery announced that Mr. Wes Hilliard had resigned from the Commission as of April 17, 2024, due to increased work responsibilities. The Commission thanked him for his service.

Janie Ball is retiring on April 30th. The Commission thanked her for her years at DRS and wished her well.

PRESENTATION OF LONGEVITY CERTIFICATES

The Commission presented a longevity award to Kevin Statham, who has been with the Financial Services for 30 years. He began in 1994, worked his way up, and in 2013 became CFO.

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

- The agency received the final monitoring report from the Rehabilitation Services Administration (RSA) on April 16th and the corrective action plan (CAP) is due May 17th.
- The first VR/SBVI Business Summit was held at the Oklahoma History Center on March 28th. Yasmin Avila Guillen, the Business Services Coordinator, organized the summit, and it was a phenomenal success.
- Beyond Hope Academy is a 4-month immersion into *The Science and the Power of Hope* with the purpose of finding innovative pathways to utilize Hope theory at DRS. The first meeting was on February 7, 2024, and is expected to wrap up on May 29, 2024.
- The VR and SBVI Division Administrators and Field Coordinators are developing a list of new and revised policies for the 2025 Administrative Rules Cycle.

- In November, DRS will work with the Oklahoma Rehabilitation Council (ORC) to host an “overview” where this year’s selections will be clarified and explained as needed to our partners and stakeholders.
- The Oklahoma State Plan for Independent Living (SPIL) is currently in development to be submitted to the Administration for Community Living by June 30, 2024. The 2025-2027 SPIL is a 3-year blueprint for the independent living network in the state. It is developed jointly by the Oklahoma Statewide Independent Living Council, the Centers for Independent Living and the Designated State Entity, which DRS serves as.

Process Improvement (PI)

AWARE

- The project for transitioning management reports from Tableau to Power BI, is underway.
- The Missouri Pre-ETS portal project advances into the testing phase in early April. The operational phase is projected to be the end of May.
- An upgrade for AWARE to its latest version is scheduled for Thursday, March 28.

Case Review – The QA Team:

- is conducting an Open case audit. QA staff continue to have bi-weekly meetings to discuss issues that arise.
- continues to research and develop a series of pre-ETS questions to be audited in the future.
- is working with the Change Team to isolate areas for improvement based on QA reports.

LEGISLATIVE REPORT

Jennifer Hardin, Legislative Liaison

- SB 154 is a joint request made with the Oklahoma Department of Education which provides an exception for the Braille reading and ASL students from the Reading Sufficiency Act (RSA) because the current RSA testing methods don’t address an infrastructure that would ensure equity practices for hearing and visually impaired. The bill missed the deadline and is now dead.
- SB 1339 creates the Oklahoma Opportunity Scholarship Act which provides financial assistance to students with intellectual disabilities pursuing studies through a Comprehensive Transition and Postsecondary (CTP) program. This bill was heard in Committee and the House passed it unanimously.

Commissioner Barresi asked what the process would be to expand the number seated on the Commission. Jennifer Hardin will research options.

DRS INTERNAL POLICY AMENDMENTS REPORT

Tina Calloway, Administrative Programs Officer

A new policy regarding skill-based pay was presented. This policy provides instruction on how skill-based pay programs are to be implemented and applied. Requests for a skill-based program must include:

- a complete description of the training or education required,
- an explanation of how the skill-based pay program will benefit the agency,
- the proposed salary adjustment,
- the job profile or profiles which the program will apply, and
- any other information that will assist in evaluating the request.

The programs must be approved by the DRS Director. There is a yearly cap on skill-based pay, and staff must provide proof of renewed certifications, or they will lose the skill-based pay. The differential is limited to 5% of an employee's monthly salary with a 15% cap on combined skill-based pay differential.

The policy will be presented to the Commission at the May meeting for possible action.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, CFO

Financial Status Report FY 24 – As of February 28, 2024, the agency had spent \$89.2M of the \$184.9M budget, with remaining encumbrances of \$78.9M, which represents 90.9% of our budget.

COMMUNICATIONS REPORT

Jody Harlan, Director of Communications

Overview of the Communications Department staff and their responsibilities, and recent meetings and publicity.

VOCATIONAL REHABILITATION REPORT

Mark Kinnison, Division Administrator

Priority Group 1: Open (no waitlist)
Priority Group 2: 794 clients on the waitlist
Priority Group 3: 231 clients on the waitlist
This is a total of 1,025 clients that are on a waitlist.

A total of 506 clients were released off the Priority Group 2 waitlist since the last commission meeting on March 13, 2024.

HUMAN RESOURCES REPORT

Tom Patt, HR Director

- Personnel Activity report as of March 31, 2024: 6 vacant positions were filled; 64 positions are open. There were 3 resignations, and 2 trial period discharges.
- Current Full Time Equivalent (FTE) status – There are currently 950 FTE positions.

ACTION ITEMS

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE DEAF

Dr. Heather Laine, Superintendent

Donation Report: The donations for March 2024 totaled \$143,444.48.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to accept the March 2024 OSD donations. Both Commissioners voted in the affirmative and the motion carried.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE BLIND

Dawn Bryant, Office of the Superintendent

The donations for March 2024 totaled \$4,714.35.

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

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

Kevin Treese, Program Manager III, SBVI

The donations for March 2024 totaled \$100.00.

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the March 2024 OSB donations. Both Commissioners voted in the affirmative and the motion carried.

PROPOSED EXECUTIVE SESSION TO DISCUSS IMPLEMENTATION OF A DRS EMPLOYEE SURVEY

Commissioner Flannery asked for a motion to convene into an Executive Session for the purpose to review and discuss the implementation of a DRS Employee Survey as authorized the Open Meeting Act 25 O.S. 307 (B) (7).

Motion was made by Commissioner Flannery and seconded by Commissioner Barresi to convene into an Executive Session. Both Commissioners voted in the affirmative and the motion carried.

VOTE TO RECONVENE INTO REGULAR SESSION

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

DISCUSSION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

The Commission will continue working on the language for the survey, and therefore an executive session will convene at the May 15th meeting.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

Theresa Flannery, Acting Commissioner

The next Commission meeting will be:

May 15, 2024, at 10:30 AM
Oklahoma School for the Deaf
1100 E Oklahoma Ave
Sulphur, OK 73086

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 12:25 PM.



Proposed Internal Policy Report

Summary of DRS Internal Policy Amendments

Chapter 3. Management Services Division

Subchapter 3. Human Resources Unit

Part 3. Department of Rehabilitation Services – Promotion and Compensation Plan

DRS:3-3-31. Skill-based pay [NEW] = new policy provides instruction for DRS skill-based pay. Skill-based pay requests must be approved by the Director and includes: description of training or education required, explanation of how skill-based pay benefits the agency, proposed salary adjustment, job profile the program applies, and other information that assists in evaluating. Pay adjustments are provided as a differential over and above an employee's base pay, with payments beginning after submission of documentation verifying the credential. Differentials shall be limited to 5% of employee's monthly salary. Multiple skill-based pay differentials may be received as long as the combined total of all skill-based differentials does not exceed 15%. Skill-based pay differentials shall not be included in the base salary and shall be paid only during the period the employee occupies the position the skill is applicable.

1 **DRS:3-3-31. Skill-based pay [NEW]**

2 **(a) Purpose and considerations.** Skill-based pay programs are intended to reward
3 the acquisition or possession of additional skills and abilities which can be applied to the
4 work to be performed and which will increase the value of the employee to the agency.

5 **(b) Skill-based pay plans.** Requests to establish skill-based pay programs must be
6 approved by the DRS Director and shall include a plan which contains the following:

7 (1) complete description of the training or education required,

8 (2) an explanation of how the skill-based pay program will benefit the agency,

9 (3) the proposed salary adjustment,

10 (4) the job profile or profiles which the program will apply, and

11 (5) any other information that will assist in evaluating the request.

12 **(c) Form and timing of pay adjustments.** Skill-based pay adjustments shall be
13 provided as a differential over and above an employee's base pay, and payment shall
14 begin after submission of documentation verifying the awarding of the certificate,
15 license, diploma, or other appropriate credential.

16 **(d) Limitations.** Differentials shall be limited to 5% of an employee's monthly salary.
17 An employee may receive multiple skill-based pay differentials so long as the combined
18 total of all skill-based pay differentials does not exceed 15%. All eligible employees of
19 an agency in jobs affected by a skill-based pay adjustment shall be given uniform
20 treatment. A skill-based differential will not be awarded for possession of a certification
21 or licensure which provides or enhances the same skills or abilities as another
22 certification for which the employee is currently receiving a differential.

23 **(e) Discontinuance.** Skill-based pay differentials shall not be included in the
24 employee's base salary and shall be paid only as long as the employee occupies a
25 position to which the skill is applicable in accordance with the skill-based pay plan.



Employment Contract Rate Changes

Community Rehabilitation Provider (CRP) Proposal Rate Recommendation for DRS Employment Contracts

PURPOSE

This proposal represents information researched and collected by the ESS Unit. Rates and services from other states in our region were reviewed for comparison. The review included the type and length of service provided, cost of qualification requirements for CRPs, and fee for service fees vs performance-based rates.

Higher Community Rehabilitation Provider (CRP) contract rates will help increase successful employment outcomes for clients who require individualized support on the job to achieve competitive integrated employment.

Factors considered for FY 2025 employment contracts rate increase request include:

1. The last time contract rates were reviewed was in 2009. As a result, the Department of Rehabilitation Services approved a 25% rate increase for all employment contract services. The Cost-of-Living Adjustment (COLA) and doing business has risen substantially since 2009. The nation and the state's economy have also changed significantly since rates were last increased.

2. Increased CRP expenses include:
 - a) cost of recruiting and retaining staff in a competitive job market,
 - b) staff training requirements and costs,
 - c) staff wages and benefits,
 - d) staff travel to provide services including cost of gasoline, maintain vehicle insurance, and wear and tear on personal vehicles,
 - e) business insurance including liability and unemployment insurance,
 - f) increased rent for office space,
 - g) tax and accounting services, and
 - h) office equipment and supplies

3. The ESS unit used data from the U.S. Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) to review the average change over time in the prices paid for by urban consumers for a market basket of consumer goods and services. Attached to this document is an Excel spreadsheet with calculations indicating the following:
 - a) current contract rate,
 - b) 10% rate increase,

RECOMMENDATION

The ESS Unit respectfully requests Department of Rehabilitation Services administrative approval for the recommended rates individually listed on the attached Excel document. It is further recommended that language be added to the rate setting process to allow for a rate increase review every two (2) years based on the Cost-of-Living Adjustment (COLA) average from the Rehabilitation Services Administration (RSA) and corresponding to the Consumer Price Index increases over the time since rates were last adjusted to keep the reimbursement rates consistently closer to the cost of providing the service.

Oklahoma CRP Rates		Current Rates	New Rates
Supported Employment (SE)		SE Reg Current Rates	SE Reg New Rates
SE R4 Service	Four (4) Weeks Job Support	\$2,250.00	\$2,475.00
SE R8 Service	Eight (8) Weeks Job Support	\$1,688.00	\$1,856.80
SE ST Service	Twelve (12) Weeks Job Stabilization	\$2,125.00	\$2,337.50
SE OST Service	Onsite Support and Training	\$200.00 (per mo)	\$220.00 (per mo)
SE EM Service	Successful Employment (90 days of employment after stabilization)	\$2,875.00	\$3,162.50
SE EST Service	Extended Services for Transition (up to 48 months) (for transition age youth)	\$50 (per mo)/\$2400 max 48 mos	\$55 (per mo)/\$2640 max 48 mos
SE Highly Challenged		SE HC Current Rates	SE HC New Rates
SE HC R4 Service	Four (4) Weeks Job Support	\$1,875.00	\$2,062.80
SE HC R8 Service	Eight (8) Weeks Job Support	\$1,875.00	\$2,062.80
SE HC ST Service	Sixteen (16) Weeks Job Stabilization	\$2,125.00	\$2,337.50
SE HC EM Service	Successful Employment (90 days of employment after stabilization)	\$4,125.00	\$4,537.50
SE Additional Placement Rates (APR)	Additional Placement Rates	\$900, \$450, \$225	\$990, \$495, \$247.50
Employment & Retention (ER)		ER Current Rates	ER New Rates
ER R4	4 Weeks Job Support	\$1,238.00	\$1,361.80
ER EM	Successful Employment	\$1,650.00	\$1,815.00
Supplemental Employment Services (SES)		SES Current Rates	SES New Rates
SES AS Tier 1 (Most Significant)	SES Assessment Tier 1	\$625.00	\$687.50
SES AS Tier 2 (Significant)	SES Assessment Tier 2	\$413.00	\$454.30
SES VP Service	Vocational Preparation (Optional)	\$625.00	\$687.50
SES JDPL Tier 1 (Most Significant HC)	SES HC Job Development & Placement Service Tier 1	\$3,125.00	\$3,437.50
SES JDPL Tier 2 (Most Significant RG)	SES RG Job Development & Placement Service Tier 2	\$1,688.00	\$1,856.80
SES JDPL Tier 3 (Significant)	SES Job Development & Placement Service Tier 3	\$413.00	\$454.30

SES JDPL Tier 4 (Not Meeting the Requirements for Most Significant or Significant)	SES Job Development & Placement Service Tier 4	\$775.00	\$852.50
SES CAEX	Career Exploration	\$50 per hr/\$2000 max	\$55 per hr/\$2200 total
SES INT	Internship Current Rates		
	Initial Development & Placement	\$250.00	\$275.00
	Internship onsite support & Internship offsite support (60 hrs onsite/offsite)	\$50 per hr/\$3000 max	\$55 per hr/\$3300 (max 60 hrs)
	Permanent Employment with Same Employer	\$750.00	\$825.00
Job Placement (JP)		JP Current Rate	JP New Rate
EM Milestone	Successful Employment	\$1,500.00	\$1,650.00
Support Services for Employment (formerly Employment Support)		SSE Current Rates	SSE New Rates
Employment Support Assessment	Assessment (Additional service hours can approved with Program Manager approval)	\$60 per hr or \$15 per fifteen minute increment/\$300 max (5 hrs)	\$66 per hr or \$16.25 per fifteen minute increment/\$330 max (5hrs)
Support Services (for Employment)	Independent Living services (Additional service hours can approved with Program Manager approval)	\$60 per hr or \$15 per fifteen minute increment/\$600 max (10 hrs)	\$66 per hr or \$16.25 per fifteen minute increment/\$660 max (10hrs)
Customized Employment		CE Current Rates	CE New Rates
Discovery	35 hours max	\$50 per hr/\$1750	\$55 per hr/\$1925 max
Team Meeting		\$250.00	\$275.00
Visual Résumé		\$300.00	\$330.00
Job Development & Placement (JDPL) (6 months)	up to 6 months	\$500.00/\$3000.00	\$550.00/\$3300.00
JDPL 3 additional months		\$300 per month	\$330.00/\$990.00
Job Coaching	up to 2 months	\$2100 per month	\$2,310.00
Maintenance		\$2,200.00	\$2,420.00
Successful Employment (after 90 days of employment)		\$4,200.00	\$4,620.00
Additional Placement Rate	after 9 months of employment	\$900.00	\$990.00

COLOR CODE:

DARK GREEN = 10% INCREASE



Oklahoma School for the Deaf Donation Report

OSD Donation Report

April 2024

Donations Under \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
4/17	Jamie-Lynn Robinson		Prom	Jr. Class Donation-6PC Red Carpet Ropes/Poles	149.99
4/17	Anonymous		Prom	Prom decor-Paparazzi props/Photo backdrop	54.94
4/24	Jamie-Lynn Robinson		Yearbook	Costumes for medieval yearbook party	107.97
4/24	Jamie-Lynn Robinson		Prom	Prom décor-"Red Carpet" movie backdrop	18.49
Subtotal Cash Under \$500.00				Subtotal Property Under \$500.00	\$ 331.39

Donations Over \$500.00

Subtotal Cash Over \$500.00

Subtotal Property Over \$500.00


Subtotal Cash Combined

Subtotal Property Combined

331.39

Total donation for March 2024

\$331.39




Oklahoma School for the Blind Report

OSB DONATION REPORT

April 2024 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
4/3/2024	Michael & Corazon Kalt/memory of F Dirksen/CQ & BC	\$ 50.00	701		
4/3/2024	Gleaners Basket			Easter eggs	\$ 18.00
4/11/2024	Boomarang/Giving Back Foundation			bottled water	\$ 50.00
4/22/2024	Robert & Faye Miller/Junior/Senior class	\$ 360.00	701		
Subtotal of Cash (under \$500) donated in April 2024		\$ 410.00		Subtotal prop.	\$ 68.00
Donations \$500 and over		\$ -			
4/10/2024	Victor & Jeanne Dirksen/memory of F. Dirksen Cane Quest & Braille Challenge	\$ 1,000.00	701		
4/17/2024	JJ Watts Foundation			goalball uniforms	\$ 1,343.00
Subtotal of Cash (\$500 and over) donated in April 2024		\$ 1,000.00		Subtotal prop.	\$ 1,343.00
TOTAL DONATION AMOUNTS April - 2024		\$2,821.00			



Oklahoma Library for the Blind and Physically Handicapped Report

OLBPH FY2024 April 2024 Donation Report

Donations under \$500

Date	Name	Cash	Fund	Property	Value
April 5th	Nathan Clark	\$ 150.00			
April 29th	Arlyn Lovette	\$50			
April 29th	Rusler Implement CO	\$50			
Subtotal of Cash (Under \$500) Donated		\$ 250.00			
TOTAL DONATION AMOUNT		\$ 250.00	216		

Note – March’s rescinded OLBPH donation report denoting donation from New View was refunded by DRS. Donation was meant to be for New View’s \$100 yearly membership with OLBPH’s library friends group Oklahomans for Special Library Services (OSLS). They are a separate 501(c)3 entity.