

**Commission for
Rehabilitation Services**

September 12, 2016 Regular Meeting

Department of Rehabilitation Services

3535 NW 58th Street, Suite 200

Oklahoma City, OK 73112

**State Of Oklahoma
Commission for Rehabilitation Services
Oklahoma Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112
Monday, September 12, 2016, 10:30 am
Regular Meeting**

Jack Tucker – Commission Chair
April Danahy – Commission Vice-Chair
Lynda Collins – Commission Member
Carol Brown – Commission Assistant

- | | | |
|----|---|----------------------|
| 1. | Call to Order and Roll Call | Commission Chair |
| 2. | Statement of Compliance with Open Meeting Act | Commission Assistant |
| 3. | Introduction of Guests | Commission Chair |
| 4. | Public Comments | Public Audience |

REPORTS

- | | | |
|-----|--|---|
| 5. | Director’s report with possible Commission discussion. The report includes agency updates on the VS Administrator position, policy development and other internal programs as well as updates on inter-agency and community partnerships related to the DRS mission. | Noel Tyler,
Interim Director |
| 6. | Financial Status report as of July 31, 2016, with possible Commission discussion. | Kevin Statham,
Chief Financial Officer |
| 7. | Personnel Activity report as of August 24, 2016, with possible Commission discussion. The report includes current FTE status. | Ray Kongsala,
Human Resources
Program Manager |
| 8. | Visual Services report with possible Commission discussion. The report includes Business Enterprise Program, Workforce Muskogee coordination with the Oklahoma School for the Blind and case statistics. | Paul Adams,
Program Administrator |
| 9. | Vocational Rehabilitation report with possible Commission discussion. The report includes summer transition programs, activities with partnership agencies, and statistical data for Vocational Rehabilitation. | Mark Kinnison,
Program Administrator |
| 10. | Oklahoma School for the Blind report with possible Commission discussion. This report includes summer program, fall enrollment, filled positions, and activities. | Rita Echelle,
Superintendent |
| 11. | Oklahoma School for the Deaf report with possible Commission discussion. This report includes graduation, summer camp, competitions, and fall enrollment. | Larry Hawkins,
Superintendent |

- | | | |
|-----|---|----------------------------------|
| 12. | Oklahoma Rehabilitation Council Quarterly report with possible Commission discussion. The report includes success stories, 30 to date, meetings with partnership agencies, Candidate forum and Oklahoma Works initiatives statewide. | Renee Sansom,
Program Manager |
| 13. | Year End Report of Oklahoma ABLE Tech. This report includes descriptive data as to types of alternative financing loan model and partners, loan program features, portfolio performance, loan information, and a collaboration between Oklahoma DRS and Oklahoma ABLE Tech. | Linda Jaco,
Director |

ACTION ITEMS

- | | | |
|-----|--|---|
| 14. | Review and discussion with possible vote to approve the August 8, 2016 Commission for Rehabilitative Services Regular Meeting Minutes. | Commission Chair |
| 15. | Review and discussion with possible vote to approve the 2017 Meeting schedule for the Commission for Rehabilitation Services. | Commission Chair |
| 16. | Review and discussion with possible vote for approval of the August, 2016 donations to the Oklahoma School for the Blind. | Rita Echelle,
Superintendent |
| 17. | Review and discussion with possible vote for the approval of August, 2016 donations to the Oklahoma School for the Deaf. | Larry Hawkins,
Superintendent |
| 18. | Review and discussion with possible vote for the approval of the FY 2018 Budget Request. | Kevin Statham,
Chief Financial Officer |
| 19. | Review and discussion with possible vote of maintaining a Cleet Certified Security Guard at each Commission meeting. | Commission Chair |
| 20. | New Business (“Any matter not known about or which could not have been reasonably foreseen prior to the time of posting.” 250.S. § 311) | Commission Chair |
| 21. | Announcements
Date and location of next regular meeting of the Commission for Rehabilitation Services:
Monday, October 17, 2016 at 10:30 am.
Department of Rehabilitation Services
3535 NW 58 th Street, Suite 200
Oklahoma City, OK 73112 | Commission Chair |
| 22. | Adjournment | Commission Chair |

Director's Report

September 12, 2016 OKDRS Regular Commission Meeting
Submitted by
Noel Tyler, DRS Interim Director

Agency Updates

- VS Administrator
- RSA Technical Assistance visit
- DVR/DVS Policy Meeting
- DRS Workforce Initiatives Meeting
- Wings Graduation
- Employee Investment Program

Cross-Agency or Community Partnerships

- Oklahoma Works Agency Workforce System Partners Meeting
- United We Ride Sub-committee
- National Association of Disability Examiners
- OJA/DRS/OCCY Administrative Meeting
- Progressive Independence 35th Anniversary Celebration -ADA Gala
- Workforce Core Partners Meeting
- IDEA B State Advisory Panel
- Oklahoma ABLE Tech 2016 Technology Accessibility OK Conference

Financial Status Report

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs Agency Summary

	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	77,889,030.00	54.2%	5,559,112.69	7.1%	72,100,917.31	99.7%
Travel	1,142,937.00	0.8%	5,237.29	0.5%	72,311.50	6.8%
General Operating	16,401,087.00	11.4%	437,985.74	2.7%	14,163,870.68	89.0%
Office Furniture & Equipment	1,460,406.00	1.0%	5,472.15	0.4%	0.00	0.4%
Client / General Assistance	38,418,665.00	26.7%	837,946.33	2.2%	35,224,359.75	93.9%
Indirect Cost	8,393,752.00	5.8%	658,476.29	7.8%	7,735,275.71	100.0%
Total	143,705,877.00	100.0%	7,504,230.49	5.2%	129,296,734.95	95.2%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs						
Vocational Rehabilitation and Visual Services						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	26,727,167.00	38.6%	1,907,299.31	7.1%	24,819,867.69	100.0%
Travel	946,082.00	1.4%	3,992.40	0.4%	25,184.25	3.1%
General Operating	7,317,974.00	10.6%	273,998.78	3.7%	6,702,731.38	95.3%
Office Furniture & Equipment	1,156,426.00	1.7%	5,472.15	0.5%	0.00	0.5%
Client / General Assistance	29,542,665.00	42.7%	511,396.74	1.7%	26,940,335.36	92.9%
Indirect Cost	3,508,477.00	5.1%	279,558.64	8.0%	3,228,918.36	100.0%
Total	69,198,791.00	100.0%	2,981,718.02	4.3%	61,717,037.04	93.5%

Vocational Rehabilitation Grant						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	24,131,028.00	36.9%	1,740,571.35	7.2%	22,390,456.65	100.0%
Travel	929,482.00	1.4%	3,773.21	0.4%	24,884.25	3.1%
General Operating	6,707,135.00	10.3%	237,611.19	3.5%	6,286,915.27	97.3%
Office Furniture & Equipment	1,148,726.00	1.8%	2,736.07	0.2%	0.00	0.2%
Client / General Assistance	29,146,667.00	44.6%	490,388.22	1.7%	26,792,904.42	93.6%
Indirect Cost	3,270,205.00	5.0%	258,778.58	7.9%	3,011,426.42	100.0%
Total	65,333,243.00	100.0%	2,733,858.62	4.2%	58,506,587.01	93.7%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs						
Oklahoma School for the Blind						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	5,092,597.00	70.5%	391,749.00	7.7%	4,700,848.00	100.0%
Travel	34,000.00	0.5%	0.00	0.0%	300.00	0.9%
General Operating	1,464,445.00	20.3%	174.50	0.0%	1,332,828.56	91.0%
Office Furniture & Equipment	112,380.00	1.6%	0.00	0.0%	0.00	0.0%
Client / General Assistance	85,000.00	1.2%	3,573.98	4.2%	0.00	4.2%
Indirect Cost	436,474.00	6.0%	35,151.05	8.1%	401,322.95	100.0%
Total	7,224,896.00	100.0%	430,648.53	6.0%	6,435,299.51	95.0%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs						
Oklahoma School for the Deaf						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,807,049.00	74.2%	490,972.39	7.2%	6,116,076.61	97.1%
Travel	16,000.00	0.2%	495.00	3.1%	0.00	3.1%
General Operating	1,467,732.00	16.0%	872.24	0.1%	1,467,819.73	100.1%
Office Furniture & Equipment	63,600.00	0.7%	0.00	0.0%	0.00	0.0%
Client / General Assistance	280,000.00	3.1%	0.00	0.0%	96,000.00	34.3%
Indirect Cost	545,117.00	5.9%	45,341.14	8.3%	499,775.86	100.0%
Total	9,179,498.00	100.0%	537,680.77	5.9%	8,179,672.20	95.0%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs						
Disability Determination Division						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	32,625,980.00	66.6%	2,334,550.53	7.2%	30,291,429.47	100.0%
Travel	55,000.00	0.1%	259.68	0.5%	46,500.00	85.0%
General Operating	3,867,193.00	7.9%	120,172.73	3.1%	2,469,601.74	67.0%
Office Furniture & Equipment	40,000.00	0.1%	0.00	0.0%	0.00	0.0%
Client / General Assistance	8,511,000.00	17.4%	322,975.61	3.8%	8,188,024.39	100.0%
Indirect Cost	3,900,827.00	8.0%	298,150.52	7.6%	3,602,676.48	100.0%
Total	49,000,000.00	100.0%	3,076,109.07	6.3%	44,598,232.08	97.3%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

All Programs DRS Support Services

	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,636,237.00	72.9%	434,541.46	6.5%	6,172,695.54	99.6%
Travel	91,855.00	1.0%	490.21	0.5%	327.25	0.9%
General Operating	2,283,743.00	25.1%	42,767.49	1.9%	2,190,889.27	97.8%
Office Furniture & Equipment	88,000.00	1.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	2,857.00	0.0%	274.94	9.6%	2,582.06	100.0%
Total	9,102,692.00	100.0%	478,074.10	5.3%	8,366,494.12	97.2%

Department of Rehabilitation Services Financial Status Report FY 17

As of July 31, 2016

Personnel
Salary Expense
Insurance Premium -Health-Life, etc
FICA-Retirement Contributions
Inter/Intra Agency Payment for Personal Services
Travel
Travel - Agency Direct
Travel - Reimbursements
General Operating
AFP Encumbrances
Bond Indebtness and Expenses
Buildings-Purchase, Construction and Renovation
General Operating
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

Personnel

Report

PERSONNEL ACTIVITY REPORT AS OF AUGUST 24, 2016

FILLED AND VACANT POSITIONS									
Personnel Activity = 14 vacant positions filled / 28 positions in Announcement or Selection Process									
Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled	
MSD	Training Specialist III / 0964	4/22/2016	MSD – HRD	7/28/2016	8/3/2016	17-006	App list sent 8/10/2016		
MSD	Training Specialist II / 0916	10/30/2015	MSD – HRD	7/28/2016	8/10/2016	17-007	App list sent 8/18/2016		
FSD	Accountant II / 0596	6/30/2016	FSD	8/17/2016	8/30/2016	17-011	Currently open		
DDD	IS Applications Specialist / 1463,1464	New PINs	DDD	7/20/2016	Until Filled	17-005	Currently open		
DDD	Programs Manager II / 1243,1437	2/1/2016	DDD	8/3/2016	8/9/2016	17-009	App list sent 8/15/2016		
OSB	Direct Care Specialist II / 0638	10/5/2015	OSB	2/9/2016	2/18/2016	16-103	App list sent 3/2/2016		
OSB	School Superintendent / 0604	2/11/2016	OSB	2/23/2016	Until Filled	16-108	Rita Echelle	8/8/2016	
OSB	Transportation Officer/Student Aide / 1084	4/14/2014	OSB	4/14/2014			Bruce Hampton	8/9/2016	
OSB	Teacher / 0076	1/9/2016	OSB	1/9/2016			Jana Ross	8/1/2016	
OSB	Teacher / 0129	8/13/2016	OSB	8/13/2016			Cassie Shelton	8/22/2016	
OSD	Direct Care Specialist II / 433	1/4/2016	OSD	1/12/2016	1/25/2016	16-088	Victoria Hoyer	8/1/2016	
OSD	Direct Care specialist II / 0810	12/18/2015	OSD	5/26/2016	6/8/2016	16-147	Savannah Callahan	8/15/2016	
OSD	Fire Prevention & Security Officer I / 0733	4/11/2016	OSD	6/24/2016	7/7/2016	16-151	App list sent 7/15/2016		
OSD	Principal / 0414	7/15/2011	OSD	6/30/2016	Until Filled	16-156	Christopher Dvorak	8/16/2016	
OSD	Administrative Assistant II / 0700	8/1/2016	OSD	7/14/2016	7/27/2016	17-004	App list sent 8/4/2016		
OSD	Speech/Language Pathologist / 0155	7/31/2016	OSD	8/23/2016	Until Filled	17-013	Currently open		

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann #	Action/Incumbent	Date Filled
VR	VR Specialist IV / 0540	6/30/2015	VR49 – Tulsa	11/2/2015	11/23/2015	16-060	App list sent 12/2/2015	
VR	VR Specialist IV / 1040	2/20/2015	VR18 – Muskogee	12/23/2015	1/12/2016	16-084	App list sent 1/15/2016	
VR	Assistive Technology Specialist IV / 0281, 0568	12/1/2014 3/1/2016	VR – Statewide	4/13/2016	5/3/2016	16-124	App list sent 5/11/2016	
VR	Assistive Technology Specialist I / 1197	10/1/2012	VR – Statewide	4/13/2016	5/3/2016	16-125	App list sent 5/10/2016	
VR	VR Specialist IV / 0723	9/1/2015	VR66 – Tulsa	5/11/2016	5/20/2016	16-137	Brooke Vincent	8/1/2016
VR	Rehabilitation Technician I / 0600	3/13/2016	VR49 – OKC	5/12/2016	5/26/2016	16-138	Manuel Mercado	8/1/2016
VR	Rehab Tech II / 0602	5/20/2016	VR86 – Ada	5/18/2016	5/31/2016	16-143	Krysten Skokos	7/25/2016
VR	Programs Field Rep / 0624	3/21/2016	VR09 – OKC	5/26/2016	6/15/2016	16-146	App list sent 6/22/2016	
VR	VR Specialist IV / 0021	5/27/2016	VR67 – Tulsa	6/16/2016	6/29/2016	16-148	Patricia Farrell	8/22/2016
VR	VR Specialist II / 0228	9/1/2015	VR67 – Tulsa	6/24/2016	7/7/2016	16-150	App list sent 7/15/2016	
VR	VR Specialist IV / 0351	6/30/2016	VR35 – Manitou	6/29/2016	7/12/2016	16-155	App list sent 7/21/2016	
VR	Rehabilitation Technician III / 0699	6/30/2016	VR63 – Alva	6/30/2016	7/13/2016	16-157	Sarah Coufal	8/10/2016
VR	Rehabilitation Technician III / 0756	3/1/2016	VR75 – Lawton	6/30/2016	7/20/2016	16-158	App list sent 8/1/2016	
VR	VR Specialist III / 1078	11/15/2012	VR86 – Ada	7/12/2016	7/25/2016	17-001	Waiting for E-list	
VR	VR Specialist II / 0936	6/17/2016	VR67 – Tulsa	7/14/2016	7/27/2016	17-003	App list sent 8/4/2016	
VR	Rehabilitation technician III / 0962	5/12/2016	VR75 – Tahlequah	8/17/2016	9/6/2016	17-012	Currently open	

Division	Title/PIN	Date Vacated	Location	Begin Date	End Date	Ann. #	Action/Incumbent	Date Filled
VS	Assistive Technology Specialist IV / 1112	3/1/2016	VS58 – Ada	3/10/2016	3/24/2016	16-117	App list sent 4/4/2016	
VS	Material Management Officer I / 0062	10/28/2015	VS33 – OKC	5/11/2016	5/24/2016	16-134	Jennifer Logan	7/25/2016
VS	Rehabilitation Technician III / 0577	3/1/2016	VS59 – Enid	6/16/2016	6/27/2016	16-149	Alisha Norwood	8/1/2016
VS	Rehabilitation of the Blind Specialist III / 0052	6/26/2015	VS58 – Ada	6/24/2016	7/7/2016	16-152	App list sent 7/15/2016	
VS	Rehabilitation Technician III / 0123	6/9/2016	VS84 – McAlester	6/29/2016	7/13/2016	16-153	App list sent 7/22/2016	
VS	Training Specialist III / 0201	7/11/2015	VS33 – OKC	6/29/2016	7/13/2016	16-154	App list sent 7/21/2016	
VS	VR Specialist III / 0942	5/31/2016	VS73 – OKC	7/14/2016	8/2/2016	17-002	App list sent 8/17/2016	

NOTE:

Waiting for HCM-9 = Waiting for HCM to return HCM-9's to inform if applicant meets minimum qualifications for position.
 Waiting for E-List = Waiting to receive electronic applicant log from HCM.
 Pending Approval= Waiting for unclassified appointments to be approved by director and cabinet secretary to establish an effective date

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Santin, Linda – Executive Assistant – Executive Division, Retired 8/1/2016 (29 years)

DIVISION OF VOCATIONAL REHABILITATION

Lamont, Colette – Rehabilitation Technician I – VR95-OKC, Discharged 8/15/2016 (5 months)

VISUAL SERVICES DIVISION

NONE

OKLAHOMA SCHOOL FOR THE BLIND

Butler, Rachel – Teacher, Resigned 8/12/2016 (7 years)

Sullivan, Devon – Police Officer I, Resigned 7/31/2016 (7 years 1 month)

Young, Sarah – Outreach Coordinator, Expiration of Appointment 7/31/2016 (1 year)

Hernandez, Amber – Food service Specialist I, Resigned 8/17/2016 (6 months)

OKLAHOMA SCHOOL FOR THE DEAF

Lawer, Lauren – Administrative Assistant II, Resigned 8/1/2016 (15 years 8 months)

McCall, Jennifer – Direct Care Specialist II, Resigned 8/12/2016 (3 years 7 months)

Varner, Tommy – Teacher, Resigned 7/31/2016 (18 years)

White, Terra – Direct Care Specialist I, Resigned 8/12/2016 (6 months)

Womack, Jennifer – Speech/Language Pathologist, Resigned 7/31/2016 (2 years 9 months)

Galloway, Susan – Librarian III, Retired 8/1/2016 (35 years 11 months)

Gold, Jay – Counselor I, Discharged 8/2/2016 (1 year)

DISABILITY DETERMINATION DIVISION

Potts, David – Disability Determination Specialist I, Resigned 8/12/2016 (10 months)

Winslett, Debra – Disability Determination Technician III, Retired 8/1/2016 (28 years)

CURRENT FTE STATUS FY 2017

FTE as of August 24, 2016

<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)	76.50	70.50	3.00	(1.00)	72.50
Vocational Rehabilitation	249.50	244.00	12.00	(4.00)	252.00
Visual Services	126.50	116.00	5.00	(2.00)	119.00
VR/VS-DP	2.00	1.00	0.00	(0.00)	1.00
Oklahoma School for the Blind	88.50	84.50	1.00	0.00	85.50
Oklahoma School for the Deaf	121.50	110.00	3.00	0.00	113.00
Total (NON-EXEMPT)	664.50	626.00	24.00	(7.00)	643.00
Disability Determination Division (EXEMPT)	370.00	347.50	4.00	0.00	351.50
TOTAL NON-EXEMPT & EXEMPT	1034.50	973.50	28.00	(7.00)	994.50

FY 16 Budgetary FTE Limit = 1255

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

ROUTING TO: Noel Tyler, Director
 Cheryl Gray, Chief of Staff
 Kevin Statham, Chief Financial Officer
 Goli Dunkle, Division Administrator
 Tom Patt, Human Resources Program Director
 Dana Tallon, Public Information Manager II
 Carol Brown, Executive Assistant
 Rosemarie Chitwood, Secretary V
 Paul Adams, Division Administrator

Visual Services

Administrator's Report

Commission Report September 2016

Some of the things going on in Visual Services:

BEP – Danny Robison, Operations Coordinator for the Business Enterprise Program, has been focusing on finding new locations and opportunities, challenges in keeping locations, new training curriculum, and a partnership with OSB so students can become familiar with the program. We sponsored the Annual Blind Vendors Training Conference in August, which was well attended and was very positive.

TRANSITION – Tracy Brigham, Visual Services Transition Facilitator, is meeting September 9 with Workforce Muskogee representative to help get our foot in the door of some businesses in Muskogee for possible School/Work Study, Job Shadowing, etc. for the youth at OSB. Now that school is back in session, she will begin quarterly transition meetings at OSB (for OSB and VS staff) to build a great partnership and get as many students working as want to. In an attempt to identify and serve as many blind and visually impaired youth as possible, she is working with the Oklahoma Library for the Blind and Physically Handicapped to identify and track students using library services and following through until age of service for VS. She has a meeting planned with the OSB Superintendent and Principal to discuss transition services to better serve the youth at OSB and collaborate on activities including student work and planning for next year's summer camp.

As of 7/31/2016:

Active Case Totals (Open Cases):

- Vocational Rehabilitation Active Case Totals: **1,250**
- Older Blind Active Case Totals: **338**

Successful Closures FFY 2016

Vocational Rehabilitation Cases: **201**

- Integrated Employment: **155**
- Homemaker: **36**
- Self-Employed: **9**

• Older Blind Cases (Goals Met): **117**

FFY 2016 Closure Average Wages: **\$12.47 (FFY 2015 - \$12.70 – down 1.8%)**

Average Caseload Size as of 7/31/2016 was **53**

Blind Training Centers: Authorized for SFY 2016 – 2017: **35 Students**

As of the date of this report, **32.8%** of VS Active Cases are identified as Transition Program Participants and 48% of all VS Cases are currently under the age of 25 (Transition Age Youth), VS has taken **372** applications compared to **356** last year at this time, and Active cases are down **18%** from last year at this the same time.

It has been an honor and my pleasure to serve as the Interim Division Administrator for Visual Services.

Paul.

Vocational Rehabilitation Administrator's Report

September 2016 Commission Report

Commissioners, as always I value the opportunity to give an overview of latest activities that are occurring in the Vocational Rehabilitation Division. Please see the bullet items below for details.

- Wages are up about 2% in VR overall as compared to last year at this time.
- We are a little behind in terms of successful closures at this time compared to last year. We are up overall on applications, and plans.
- Our average application to eligibility time is 29 days which is outstanding. Presumptive Eligibility is 6 days on average.
- Our success rate in VR is approximately 52%. Our goal is 60% by the end of 2018. Overall for the past 10 years our average has exceeded the 55.8% benchmark that the Feds set.
- VR/VS has completed 8 summer transition programs. Approximately 60 staff, 132 youth, and 58 employers and partners helped to organize, plan, and complete these programs. We received a Commendation from Senator Kevin L. Matthews for our work with the Langston University ACE program. We also received recognition from Tech Now for our continuous support of their program.
- We will be recognized by the VA Center on October 7th for our support and collaboration to assist homeless veterans in the areas of employment.
- We had a quarterly FC/PM meeting. Director Blocks and Longevity Certificates were given out. Please see list and agenda attached.
- We are now fully staffed in our AT department and Deaf and HOH Unit. We have recently hired new employees with our DOC outreach, ESS, and OJA/Manitou units.
- VR/VS made a good showing at the Candidates Forum on July 23rd.
- Ali Bolz and Thaddeus Babb have been nominated and have accepted positions as Regional Reps.
- Rosemarie Chitwood, Noel Tyler and I attended a sendoff for our Para-Olympic Sitting Teams on August 30th. ORC Chairman, Bill Dunham was there as well.
- VR/VS staff participated in Love OKC. In addition to that Jan Hatch and her unit are hosting an open house in Norman. I appreciate their efforts.
- Dennis Milton, who is a member of our Business Team, headed up and collaborated with the FAA to host a Career Fair at our CPC. A total of 86 participants were in attendance, as well as 25 hiring managers. This was also a collaboration with the VA. Special thanks for Dennis, Joe Carr, Jerome Robinson, Lisa Olah, Miah Milton-Jones and La Sharrell Mosley for their efforts.
- Kim Osmani, Jackie Carter-Hill, Dan Shephard, Richard Yahola and I participated in a quarterly meeting regarding our work efforts with OJA, and Gordon Cooper Tech., regarding the COJC MOU. Approximately 90 youth have received various training and paid work experience since 2013.

- I am having some concerns about our budget and ability to promote deserving employees, and as well as give targeted position increases.

As we near the end of another production year, I am reminded of the value of the work we do. I'm very proud to work with an organization that Empowers Oklahomans with Disabilities. I'm also thankful for the opportunity to work with so many dedicated professionals that give so much of themselves to help others.

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

VR Administrator

Director Block Recipient's:

Jennifer Cousino

Paul Miller

Larry Fields

Terry Goodson

Linda Gerber

Ali Bolz

Bobby Kibe

Jason Price

Terrisha Osborn

Shika Carter

Suzanne Roberts

Shelly Bell

Melinda Wilson

Stephynne D. Stevens

Jan Hatch

Longevity:

Abigail DeBlase - 5 Years

Michael Underwood - 25 Years

Osaretin Uhnuoma - 5 Years

Carol Holland - 30 Years

Stephanie Harkrider - 5 Years

Toni Stine - 35 Years

Richard Yahola - 5 Years

Alan Durham - 35 Years

Melinda Lucas - 10 Years

William Hayes - 45 Years

Andrea Reed - 10 Years

Heidi Layton - 10 Years

Christopher Kennedy - 15 Years

Karla Coburn - 20 Years

Melinda Wilson - 20 Years

Jon Ringlero - 5 Years

Traci Lozada -5 Years

Deborah Crawford - 5 Years

Tom Boyd - 15 Years

Jean McClelland - 15 Years

Shirley Payne - 20 Years

Catherine Hastings - 25 Years

OSB
Superintendent
Report



**OSB Quarterly Commission Report
Meeting Date
September 12, 2016**

The Oklahoma School for the Blind (OSB) began the 2016-17 school year with a great start. Enrollment was on Sunday, August 21 and classes began on Monday, August 22. At present time, we have 82 students enrolled with 56 of those being residential students. Parent surveys indicated a high overall satisfaction with the enrollment process. We continue to examine the process in an attempt to streamline the experience for parents and students.

We have several positions that have been filled or will be filled in the near future. We have a new superintendent, Rita Echelle, and two new teachers; Jana Ross and Cassie Shelton. We have a new nursing supervisor, Tami Featherston, licensed practical nurse, Teresa Young, and transportation officer, Nick Hampton. We have a food service worker position, a police officer/security position, and several direct care specialists positions to be filled. In an effort to reduce costs, some open positions are not being filled at this time.

Teacher of the Year for 2015-16 was Jennifer Eckerson. Employee of the Year for 2015-16 was Maggie Mattox.

OSB participated in the 2016 National Braille Challenge that was held at the National Braille Institute in Los Angeles, CA in June. We had one student that qualified to compete in this event, Richelle Zampella. Richelle won the Harley Fetterman Charts & Graphs Excellence Award and placed 2nd overall in the Junior Varsity category. She always does an awesome job and represents OSB well.

June also saw the installation of our new LED message board. It has been an additional means of communicating with parents and the community.

For summer camp, we had 69 students on campus the first 2 weeks in June. This year's theme was "Health & Fitness". The students participated in crossfit and nutritional awareness as well as other activities on and off campus. Volunteers from Visual Services assisted in various activities and classrooms.

The week of July 11th and 18th marked the return of ABLE Camp. The first week concentrated on transition age clients and the 2nd week brought older visually impaired/blind adults. We appreciated Visual Services again partnering with us to provide services during the camps.

Empower Oklahomans with Disabilities

Recently, OG & E utilized trucks and manpower to trim trees around our campus free of charge.

Plans are currently underway for White Cane Day and Cane Quest. White Cane Day is scheduled for October 11 from 10:00 a.m. until 3:00 p.m. at Arrowhead Mall in Muskogee. Cane Quest, a national program of Braille Institute of America, is scheduled for December 1. Three of our students will be attending International Space Camp in Huntsville, Alabama, later this month. Our elementary and middle school students will be traveling to Silver Spur Ranch in Haskell, Oklahoma, to learn about ranch life and other outdoor activities.

Rita J Echelle, Superintendent

OSD
Superintendent
Report

OSD Quarterly Commission Report
Meeting Date
September 12, 2016

The Oklahoma School for the Deaf (OSD) enrollment was August 20. School began on August 22. As of Thursday, September 1, our enrollment was 115 students. 63 are residential students.

The overall satisfaction rate on the Parent Satisfaction Survey was 95.8%.

OSD has only filled four positions since June 1, 2016. Superintendent – Larry Hawkins, Principal – Chris Dvorak, two DCS positions – Victoria Hoyer and Savanna Callahan. We have several vacancies that are unfilled at this time.

“Teacher of the Year” – Kelsey Bennett

“Employee of the year” – Sue Galloway (Sue retired at the end of the school year.)

Events since last report – March, 2016

March 1 – April 26 - ASL classes offered for the community

March 2 - Elementary celebrated “Dr. Seuss Day” and “Read Across America.”

March 10 - an all-school assembly to celebrate American Sign Language (Noel Tyler attended)

March 23 - OSD Ambassadors gave a tour to Marlow Public Schools.

March 23 - Kiwanis Easter Egg Hunt and Veteran’s Easter Egg Hunt on the 24th

March 24 - OSD Student Ambassadors gave a tour to University of Science and Arts of Oklahoma (USAO) faculty and students.

March 29 - OSD Golf season opened.

April 2-5 - The Battle of the Books Team went to Nationals in Washington, D.C.. OSD placed in the top 8 in the nation of the participating schools.

April 5 - first year to compete in the NTID Math Competition in Rochester, New York. OSD ranked 14 out of 32 schools.

April 21-26 - The Academic Team went to Washington, DC where they placed in the top 10 in the nation. Before that they won the GPSD Championship (8 schools). They placed 3rd in the Gallaudet Regionals in Kentucky. (16 schools).

May 3 - athletic banquet

May 10 - junior/senior prom

May 17 - HS trip to Lake Arbuckle

May 23 - National Honor Society induction

May 24 - end-of-school awards

May 25 - graduation with eighteen students graduating. (Commissioner Tucker and Director Tyler attended).

June 12-17 - summer camp – 69 students attended.

August 15 – 21 - Football camp had 8 boys (football team now has 17) & volleyball camp had 10 girls.

August 15-18, - in-service training for staff

August 22, - first day of classes

Oklahoma Rehabilitation Council Report



Oklahoma Rehabilitation Council

Renee Sansom, Program Manager

June – August Quarterly Report

Activities

June

1. Program Manager met with the Policy and Legislative Committee, to follow up with goals and activities set for the New Year for the Strategic Plan. All committees are on track to meet their goals and activities for FY 2016.
2. Program Manager met with 4 job seekers to conduct their success stories
3. Program Manager attended WIOA and Workforce Partner meetings including North Eastern Workforce Board, Southeastern Workforce Board and Northern Oklahoma Workforce Board.
4. Program Manager met with the Candidate Forum Committee multiple times for the Candidate Forum that was held in July.
5. Program Manager attended the Endeavor games event at UCO. ORC had a booth at the event. Also, attended the actual races on the following Saturday.
6. Attended multiple conference calls regarding CSAVR and NCSRC. PM was included and attended conference calls for VR FC/PM's as well as the Oklahoma Transition Council.
7. Met with the State Planning Team to review the state plan.
8. PM Attended the OK Tribal VR Council Meeting in Concho.
9. Attended DRS Policy Committee Meetings as scheduled.

July

1. Program Manager met with the Program and Planning Committee, the Transition and Employment Committee as well as the Executive Committee. Committees are on track to meet their goals and activities for the FY 2016.

Please visit the ORC web site: orc.okstate.edu



2. Program Manager met with 7 job seekers to conduct their success stories
3. Program Manager attended multiple conference calls regarding CSAVR, NCSRC and Workforce. PM was included and attended conference calls for VR FC/PM's as well as the Oklahoma Transition Council
4. Program Manager attended the DRS Summer Transition Training via conference call and virtual.
5. Program Manager attended an Oklahoma Transition Council Meeting to continue planning for the next Oklahoma Transition Institute as well as present to the council about ORC.
6. Presented ORC material at 2 Unit Meetings, one for VR and one for VS
7. Program Manager presented to IL students for a Foster Youth program.
8. Program Manager attended the ABLE-Tech Advisory Council Meeting.
9. Program Manager and other council members along with other partners held the Candidate Forum at the History Center with attendance held at approximately 75. 16 candidates were present and the others were consumers and volunteers.
10. Program Manager worked with the Oklahoma Transition Council, Timeline Committee in drafting a new updated version for the upcoming OTI to hand out to all teachers and parents.
11. PM attended the SILC quarterly meeting

August

1. Program Manager attended 2 DRS Unit Meetings for VR.
2. Program Manager met with 2 different vendors of DRS to educate them about ORC and how ORC is involved with DRS. Both organizations would like to be involved with ORC.
3. Program Manager presented to DRS VR/VS Academy participants regarding ORC.
4. ORC Quarterly Meeting was held on 8/18/16 at the State Office.

Please visit the ORC web site: orc.okstate.edu



5. Program Manager met with ____5____ job seekers for success stories.
6. Program Manager has attended the conference calls for the Rehab Net Meetings
7. Continue to be a partner on the DRS Policy team
8. ORC has confirmed 1 new appointment from the Governor's office. One position is still awaiting to be filled for the Workforce Development Board position on the council, which will be an individual chosen from the Governor's Council for Workforce and Economic Development by the Governor. At this time, Chris Breuhl is gathering a list of names.
9. ORC committees are continuing to work on their projects outlined in the strategic plan. Strategic Planning Meeting is scheduled for September 15, 2016 at the Career Planning Center.
10. PM has attended an HR training at the Stillwater OSU campus
11. PM has begun a Leadership Supervisory Training Academy at OSU that she will meet one time a week for 9 weeks for a certificate of achievement. She has met 1 time thus far.
12. PM has provided orientation with new council members, Becky Bradshaw and Lori Chesnut received orientation this month.

Regular Meetings Attended:

- SILC Meeting
- ORC Committee Meetings
- VR/VS Policy Committee
- Candidate Forum meetings
- Candidate Forum
- ABLE Tech Advisory Council Meeting
- Oklahoma Transition Council Meetings
- PM/FC Quarterly Meetings with DRS
- Oklahoma Works Partners Meetings

Next ORC meeting will be held November 17th, 2016, 2016 at State Office; 2nd Floor from 9:30 – 12:00. Strategic Planning meeting will be held at the Career Planning Center on September 15th, 2016 from 9:30 – 3:30

Please visit the ORC web site: orc.okstate.edu

ABLE Tech

Report

YEAR END REPORT
Oklahoma Department of Rehabilitation Services
from Oklahoma ABLÉ Tech
July 1, 2015 to June 30, 2016

ALTERNATIVE FINANCING PROGRAM

DESCRIPTIVE DATA

1. Types of Alternative Financing Loan Model

Interest Rate Buy-Down Loan
Guaranteed/Interest Rate Buy-Down Loan
Direct Loan

2. Name of Partners

Lead Agency: **Oklahoma ABLÉ Tech**
Community Based Organization: **Oklahoma Assistive Technology Foundation (OkAT)**
Lending Institutions: **BancFirst of Stillwater**

LOAN PROGRAM FEATURES

3. Range of Loan Amounts that program generally provides

There are no minimum or maximum loan amount restrictions.

4. Interest rates provided to borrower

All loans had an interest rate of 5% fixed over the term of a secured loan and 6% fixed rate for a non-secured loan. OkAT bought down the interest rate from 7.5% for secured loans and 9.5% for unsecured loans.

5. Repayment terms that program generally provides

Minimum (in months):

- **12 months for direct loan**
- **36 months for unsecured loans**

Maximum (in months): **60 months for secured loans**

6. Total loan fund capacity as of June 30, 2016

Total dollars available for closing new guaranteed loans is **\$1,091,180**

7. Restrictions on Types of Devices Purchased

The loan program does not restrict the type of AT a borrower can purchase.

PORTFOLIO PERFORMANCE - ALTERNATIVE FINANCING PROGRAM - AFP

8. Outstanding loans, for which the principal was not paid in full, as of June 30, 2016, of guaranteed loans for which the loan program could incur losses.

- A. Total number of outstanding loans: **69**
- B. Total dollar amount of principal still outstanding: **\$322,869**

9. Losses this past year as from July 1, 2015 to June 30, 2016

- A. Total dollar amount of net losses (money lost on direct loans and guarantee payouts minus recoveries from collateral). **\$8,892**
- B. Number of loans defaulted as of June 30, 2015: **5**

10. Outstanding loans, for which the principal was not paid in full, as of June 30, 2016, of non-guaranteed loans for which the loan program could not incur losses.

- A. Total number of outstanding loans: **64**
- B. Total dollar amount of principal still outstanding: **\$221,381**

LOAN INFORMATION

11. Number of Applications received:

Number of applications received & processed to decision	Metro	Non-Metro	Total
Number of applications approved - loan made	27	16	43
Number of applications approved - loan not made	2	1	3
Number of applications rejected	8	0	8
Number of applications received & processed to decision	37	17	54

12. Income characteristics of borrowers

Number of loans made to applicants with annual gross income of:	\$15,000 or Less	\$15,001 to \$30,000	\$30,001 to \$45,000	\$45,001 to \$60,000	\$60,001 to \$75,000	\$75,001 or More
	6	13	7	6	2	9
Percentage of Loans	14%	30%	16%	14%	5%	21%

13. Average gross income of all borrowers: \$46,348

14. Loans closed from July 1, 2015 to June 30, 2016

	Number	Total Dollar Amount
Direct Loan	5	\$5,109
Preferred Interest Rate Buy-Down Loans	24	\$148,302
Preferred Guaranteed & Buy-Down Loans	14	\$130,944
Total all loans	43	\$284,355

15. Type of AT purchased from July 1, 2015 to June 30, 2016

Type of AT	Number	Amount
Hearing	30	\$121,610
Vehicle modifications and transportation	13	\$162,745
Total	43	\$284,355

16. Performance Outcome

Performance Outcome	Benefit Area			Total
	Education	Employment	Community Living	
<i>recipient used program/assistance because--</i>				
Could only afford the AT through the statewide AT program		5	31	36
AT was only available through the statewide AT program		-	-	-
AT was available through other programs, but the system was too complex or wait time was too long		1	2	3
Subtotal		6	33	39
None of the above			3	3
Nonrespondent			1	1
Total		6	37	43
Performance Outcome		14%	86%	100%



Creating an Accessible Workforce System for All

A collaboration between the Oklahoma Department of Rehabilitation Services and Oklahoma ABLE Tech

Access for All Program Summary July 1, 2015-June 30, 2016

The Oklahoma Department of Rehabilitation Services collaborated with Oklahoma ABLE Tech for a second year to plan “Access for All” initiatives. Together, DRS and ABLE Tech emphasized key areas to help the “Oklahoma Works” partners to make workforce services accessible to all job seekers.

Accessibility Toolkits for Oklahoma Workforce Centers

DRS staff visited all Workforce Center sites and evaluated the facility accessibility using a checklist of selected ADA guidelines. ABLE Tech then created Accessibility Toolkits for each Workforce Center. Each Accessibility Toolkit includes the full itemized set of findings, suggested remedies, and a summary report for each region. The toolkit also included possible expected costs associated with the suggested remedies. The Toolkits will serve as the foundation for an ongoing effort to make the state’s Workforce Centers more accessible to job seekers with disabilities.

DRS and ABLE Tech met with the Oklahoma Employment Security Commission (OESC) lead staff several times to discuss the site findings, the toolkits, and practical solutions. DRS and ABLE Tech researched landlord ADA obligations and assisted OESC staff in creating a letter to landlords regarding the shared responsibilities. OESC’s next step in the process is to prioritize and fix the ADA accessibility issues. As the OESC reviews the Accessibility Toolkits, both DRS and ABLE Tech will be available to provide additional guidance and technical assistance.

Technology Accessibility Program Review

DRS and ABLE Tech recognize a tremendous opportunity to deepen their relationship with OESC. Focused efforts have helped OESC to identify ways to improve the accessibility of technology resources that it provides to job seekers in the state. For example, technology includes data collection software or websites, website communication, online registration forms, and other software or data systems procured by OESC.

ABLE Tech will first work to analyze information and communication technology procurement and development within OESC. Then ABLE Tech will identify and help to narrow gaps

identified in this analysis. Over time, ABLE Tech will help OESC to create and maintain a technology accessibility program that ensures the continuing delivery of accessible technology solutions to Oklahoma's job seekers.

Employer Outreach

DRS and ABLE Tech recognize the opportunity to reach Oklahoma's employers with the powerful message of Access for All. To this end, both partners will work together to identify ways to educate Oklahoma's employers about the benefits of directly recruiting and hiring job seekers with disabilities. ABLE Tech created a webpage for employers as well as fact sheets to help employers understand not only the ADA obligations, but the benefits of hiring and promoting job seekers with disabilities.

Employer Access for All Resources

https://www.ok.gov/abletech/Workforce_for_All/For_Employers_in_the_Workforce.html

ABLE Tech developed the following factsheets available on the ABLE Tech website

[https://www.ok.gov/abletech/Workforce_for_All/#WFfactsheets.](https://www.ok.gov/abletech/Workforce_for_All/#WFfactsheets)

- Americans with Disabilities Act (ADA)
- Accessible Information and Communication Technology (ICT)
- Section 503 of the Federal Rehabilitation Act of 1973
- Section 504 of the Federal Rehabilitation Act of 1973
- ADA and Service Animals
- ADA and Effective Communications
- Workforce Reasonable Accommodations and the ADA

Outreach and Collaboration Efforts

To reach a larger audience within the Oklahoma Works partners, DRS and ABLE Tech collaborated to provide seven webinars related to accessibility in the workplace and education. These webinars covered accessibility in the built environment, legal issues surrounding accessibility, and technology accessibility. The following webinar topics are archived and available on the ABLE Tech website at

https://www.ok.gov/abletech/Workforce_for_All/Workforce_Training_&_Events.html

- Overview of the Access for All Initiative in Oklahoma Oct.21, 2015
- Technology Accessibility 101: An Introduction to Accessibility on the Web Nov. 9, 2015
- Accessibility Basics in Microsoft Word Jan. 13, 2016
- Basic Web Accessibility Testing on the Cheap Feb. 17, 2016
- Accessibility in Microsoft PowerPoint March 30, 2016
- Effective Communication under the ADA May 4, 2016
- Workforce Innovation and Opportunity Act June 15, 2016

ABLE Tech created and distributed **e-newsletters to Oklahoma Works partners** every other month. Weekly email tips were created and distributed to Oklahoma Works partners. The weekly tips provided examples of job related needs, accommodations, and assistive technology. Both the e-newsletters and the weekly tips are online.

[https://www.ok.gov/abletech/Workforce for All/Newsletter & Weekly Tips/ACCESS for ALL Archives.html](https://www.ok.gov/abletech/Workforce%20for%20All/Newsletter%20&%20Weekly%20Tips/ACCESS%20for%20ALL%20Archives.html)

ABLE Tech will continue to grow and diversify its Access for All website with new information and updates about any legal or policy changes that are relevant for the Oklahoma Works partners. The website is [http://www.ok.gov/abletech/Workforce for All/index.html](http://www.ok.gov/abletech/Workforce%20for%20All/index.html).

National and State Initiatives

Governor's Council on Workforce and Economic Development

To increase relationships, knowledge, and participation in Oklahoma's Workforce initiative, ABLE Tech staff joins DRS staff in attending the quarterly meetings of the Governor's Council for Workforce and Economic Development. ABLE Tech has been invited to present on accessibility topics such as ADA and Effective Communication at the 2015 and 2016 Oklahoma Works conferences. Additionally, Linda Jaco, ABLE Tech Director, attended the National Association of Workforce Boards Conference in 2016.

ABLE Tech increases accessibility knowledge and stays informed of current accessibility information and best practices through the Association of Assistive Technology Act Programs (ATAP), the Partnership on Employment & Accessible Technology (PEAT), RespectAbility, U.S. Department of Labor Employment and Training Administration, U.S. Access Board, WebAIM.org, and the Job Accommodations Network.

ABLE Tech's services and partnerships extend to entities serving Oklahomans of all ages such as collaboration with the State Department of Education to develop assistive technology workshops for educators and administrators. ABLE Tech's training, outreach, and online resources help educators and administrators understand how to increase accessible and equitable educational environments to prepare all students for successful post-school outcomes. ABLE Tech works with higher education institutions to bring training and awareness to improve access to higher education services so that individuals with disabilities have equitable opportunities to earn a degree and gain skills that will result in competitive and integrative employment. ABLE Tech also collaborates with the Office of Management and Enterprise Services to provide guidance related to the agency's oversight of Oklahoma's electronic and information technology accessibility law which applies to state agencies, higher education, and CareerTech centers.

ABLE Tech works with DRS to effect change and accessibility improvements in the assessments produced by the national assessment company, ACT. The assessments, such as WorkKeys, often present many barriers for individuals with disabilities.

Finally, ABLE Tech created a Roadmap of accessibility standards for workforce physical and virtual environments. Workforce partners will be informed of the certification standards used in the site visits. The goal is for entities to increase accessibility by adhering to the standards and to self-assess every two years. DRS and ABLE Tech staff will be available to answer questions and provide assistance to the Workforce Partners.

Submitted by:

Linda Jaco, Director

Oklahoma ABLE Tech

Oklahoma State University

1514 W. Hall of Fame Stillwater, OK 74078

405.744.9748 or 800.257.1705

<http://okabletech.okstate.edu>

Commission

Minutes

**State of Oklahoma
Commission for Rehabilitation Services
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112
Regular Meeting Minutes
August 8, 2016**

PRESENT

Lynda Collins, Commission Chair
April Danahy, Commission Member
Jack Tucker, Commission Member
Carol A. Brown, Commission Assistant

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:30 am by Commission Chair Collins. Commissioner Collins, Commissioner Tucker and Commissioner Danahy were present. A quorum was declared.

STATEMENT OF COMPLIANCE

Commission Assistant Brown confirmed the Commission for Rehabilitation Services is in compliance with the Open Meetings Act.

INTRODUCTION OF GUESTS

There were no guests.

PUBLIC COMMENTS

There were no comments.

REPORTS

INTRODUCTION TO COMMISSIONER APRIL DANAHY

Commissioner Collins introduced Commissioner Danahy to the Group. A brief biography was in the packet. This is Commissioner Danahy's first Commission Meeting. She was appointed to the Commission by Speaker of the House Jeffrey Hickman for a three-year term beginning July 1, 2016 and expiring June 30, 2019.

INTERIM DIRECTOR REPORT

Commissioner Collins recognized Noel Tyler, Interim Director. Interim Director Tyler gave an overview of her activities within the last two months. Rita Echelle is the superintendent at the Oklahoma School for the Blind and Larry Hawkins is the superintendent at the Oklahoma School for the Deaf, as of August 8, 2016. There have been budget strategy discussions, DVR/VS policy committee meetings, program partnership meetings, and cross agency and community partnership meetings.

FINANCIAL STATUS REPORT

Commissioner Collins recognized Kevin Statham, Chief Financial Officer, who gave the Financial Status Report as of June 30, 2016. Finance is still able to keep client and student services at a priority.

BUDGET REQUEST SUMMARY AND REQUEST FOR OPERATIONS FUNDING CHANGES REPORT

Commissioner Collins recognized Kevin Statham, Chief Financial Officer, who presented recommendations for the FY 2018 Budget Request. This request will be presented for possible approval in the September 12, 2016 meeting.

PERSONNEL ACTIVITY

Commissioner Collins recognized Goli Dunkle, Management Services Administrator, who gave the personnel activity report as of July 22, 2016. Current jobs posted are related to direct client services.

COMMISSION WORKFORCE AND STATE PLAN REPORT

Commissioner Collins recognized Melinda Fruendt, Project Coordinator who reported on the Workforce Innovation and Opportunity Act (WIOA). Ms. Fruendt said our Interim Director Tyler has been placed on the Governor's Council on Workforce and Economic Development. She also reported the VR portion of WIOA State Plan was approved as of the end of July. On May 25, 2016 Ms. Fruendt began coordinating and leading the VR/VS Business Services Team.

STATEWIDE INDEPENDENT LIVING COUNCIL REPORT

Commissioner Collins recognized Sidna Madden, SILC Program Manager, who stated it has been a busy year for the Council. There was an election of officers in July, and due to the budget they are holding every other quarterly meeting via teleconference.

2017 COMMISSION MEETING SCHEDULE

Commissioner Collins submitted the suggested Commission Meeting dates for review and possible approval at the September 12, 2016 meeting.

ACTION ITEMS

COMMISSION MEETING MINUTES FOR JUNE 21, 2016

Commissioner Collins asked for review and discussion with possible vote to approve the June 21, 2016 Commission for Rehabilitation Services regular Meeting Minutes.

Motion was made to approve the minutes. All three Commissioners voted in the affirmative. Motion passed.

ADDITION TO PROPOSED INTERNAL POLICY, DRS: 10-1-8, CRIMINAL BACKGROUND CHECKS REQUIRED OF VENDORS [NEW].

Commissioner Collins recognized Sandra Wright, PDPS Administrator to present the New Proposed Internal Policy for review and discussion with possible vote for approval.

Motion was made to approve the Internal Policy, DRS:10-1-8, Criminal Background Checks Required of Vendors [new]. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE BLIND

Commissioner Collins recognized Larry Hawkins, Superintendent of the Oklahoma School for the Blind to give the June & July, 2016 donation report for review and discussion with possible vote for approval.

Motion was made to approve the May, 2016 donations. All three Commissioners voted in the affirmative. Motion passed.

ELECTION OF OFFICERS

Commissioner Collins opened the Election of Officers for the Commission. Commissioner Collins nominated Commissioner Tucker for Commission Chair.

Motion was made to elect Commissioner Tucker for Chair. All three Commissioners voted in the affirmative. Motion passed.

Commissioner Collins nominated Commissioner Danahy for Commission Vice-Chair.

Motion was made to elect Commissioner Danahy for Vice-Chair. All three Commissioners voted in the affirmative. Motion passed.

Commissioner Tucker commended Commissioner Collins on her year as Commission Chair, for the Commission never lost sight of what is best for the Agency and staff.

NEW BUSINESS

None noted

ANNOUNCEMENTS

Date and location of next regular meeting of the Commission for Rehabilitation Services:

Monday, September 12, 2016 at 10:30 am
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, Oklahoma 73112

ADJOURNMENT

Meeting was declared adjourned by Commission Chair Collins.

Respectfully submitted by Carol A. Brown

2017

Commission Meeting

Schedule

State of Oklahoma
COMMISSION FOR REHABILITATION SERVICES
3535 NW 58th Street, Suite 500
Oklahoma City, OK 73112
2017 Regular Meeting Schedule

DATE	TIME	LOCATION	DEADLINE
January 9, 2017	10:30 AM	State Office, Suite 200	29-Dec
February 13, 2017	10:30 AM	State Office, Suite 200	2-Feb
March 13, 2017	10:30 AM	State Office, Suite 200	2-Mar
April 10, 2017	10:30 AM	State Office, Suite 200	30-Mar
May 8, 2017	10:30 AM	State Office, Suite 200	27-Apr
June 12, 2017	10:30 AM	State Office, Suite 200	1-Jun
July, 2017	No Commission Meeting		
August 14, 2017	10:30 AM	State Office, Suite 200	3-Aug
September 11, 2017	10:30 AM	State Office, Suite 200	31-Aug
October 9, 2017	10:30 AM	State Office, Suite 200	28-Sep
November 13, 2017	10:30 AM	State Office, Suite 200	2-Nov
December 11, 2017	10:30 AM	State Office, Suite 200	30-Nov

CONTACT PERSON: Carol A. Brown, Commission Assistant
 Office: 405-951-3472 email: cabrown@okdrs.gov cell: 405-651-1075

OSB Donation Report

OSB Donation Report August 2016 Donations

Date	Name	Cash	Fund	Property	Value
8.3.16	Funding Factory	\$69.80	701 - Library		
8.9.16	Dana Tallon	\$176.00	701 - Band		
Subtotal of Cash (under \$500) donated August 2016		\$245.80		Subtotal of Value	\$0.00
Subtotal of Cash (\$500 and over) donated In August 2016		\$0		Subtotal of Value	\$0
Total Donation Amts.-Cash and Property August 2016		\$245.80			

OSD Donation Report

OSD Donation Report August 2016 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
6/1	Target	\$35.12			\$35.12
6/1	John & Audrey Rider	\$200.00			\$200.00
6/6	General Mills	\$140.00			\$140.00
7/1	John & Audrey Rider	\$200.00			\$200.00
8/1	John & Audrey Rider	\$200.00			\$200.00
8/3	Peggy Jo Fisher	\$20.00			\$20.00
8/3	DDD/OKC	\$132.51			\$132.51
8/18	Sulphur Kiwanis			\$123.46	\$123.46
8/18	Visual Services			\$150.00	\$150.00
8/22	Denise & Errol Czpanksy	\$30.00			\$30.00
8/25	Donna Urban			\$50.00	\$50.00
		\$957.63		\$323.46	

Subtotal of Cash (under \$500) donated August 2016
Donations \$500 and over

Subtotal of Value \$1,281.09

Subtotal of Cash (\$500 and over) donated In August 2016
Total Donation Amts.-Cash and Property August 2016

Subtotal of Value \$0

\$
\$1,281.09

FY 2018

Budget

Request

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES
EXECUTIVE SUMMARY

ISSUE:

Approval of the FY 2018 Budget Request

BACKGROUND:

At the Commission meeting held August 8, 2016, the Commission for Rehabilitation Services reviewed funding change requests and justifications for the FY 2018 Budget Request.

STAFF RECOMMENDATION:

Staff requests approval of the FY 2018 Budget Request

BUDGET IMPACT:

FY 2018 Operations Funding Changes

Description	State	Federal	Total	FTE
DVR DVS	\$2,773,393	\$10,247,231	\$13,020,624	0.0
OSB	\$759,513	\$0	\$759,513	0.0
OSD	\$934,409	\$0	\$934,409	0.0
TOTAL	\$4,467,315	\$10,247,231	\$14,714,546	0.0

Department of Rehabilitation Services
FY 2018 Budget Request

Agency Priority	Division	Funding Purpose	State			Requested FTE
			Appropriated Funding	Federal Funding	Total Funding	
1	DVR/DVS	Restore appropriations to fully match all federal funds available	\$2,773,393	\$10,247,231	\$13,020,624	0.0
1	OSB	Restore appropriations and allow for economic adjustments	\$759,513	\$0	\$759,513	0.0
1	OSD	Restore appropriations and allow for economic adjustments	\$934,409	\$0	\$934,409	0.0
Total Request			\$4,467,315	\$10,247,231	\$14,714,546	0.0

FY 2018 Operations Funding Changes Request

Agency Priority:	1
Division Priority:	1
Program Description:	Divisions of Vocational Rehabilitation and Visual Services
Requested FTE:	0.0
State Appropriations:	\$2,773,393
Funding Description:	Funding Request for State Appropriations
Purpose:	This request is to restore funding to fully match all federal funds available

Increased funding maximizes services to Oklahomans with disabilities, enhancing their opportunity to become self-sufficient through employment and becoming independent in their homes and communities. This means more Oklahomans can terminate their dependence on state and federal programs and move towards becoming taxpayers. This funding increase will positively impact the stability of the Oklahoma economy. The ratio of funding available is \$4 federal dollars to every \$1 dollar of state matching funds. Funding this request will allow DRS to fully match all of the federal funds available to the State of Oklahoma and keeps DRS on target to put over 2,200 Oklahoman's with disabilities to work each year. The SFY-2018 appropriation increase requested is \$2,773,393. This would restore the ability to match the available federal funds and meet the maintenance of effort. Approximately \$10.2 million dollars were forfeited as a result of the 2016 revenue failures and the 2017 appropriation reduction. Not providing this funding would cause the State of Oklahoma to forfeit additional federal funds from the 2018 grant and severely reduce the services available to disabled Oklahomans that want to return to work.

DRS continues to work with other state agencies to coordinate services to common participants and to improve efficiencies. The Agency is an active participant in the Oklahoma Workforce System as well as the Governor's Council on Workforce. The goal of the partnerships is to better prepare individuals with disabilities to meet the needs of employers. Administratively, DRS is continuing to work towards improving efficiencies by participating in the IT consolidation efforts with OMES and active participation in the DISCUSS workgroup for the Health and Human Services Cabinet. This funding would allow for the expansion of services to better reach underserved populations.

Agency Priority:	1
Division Priority:	1
Program Description:	Oklahoma School for the Blind
Requested FTE:	0.0
State Appropriations:	\$759,513
Funding Description:	Funding Request for State Appropriations
Purpose:	This request is to restore funding and allow for economic adjustments

The Oklahoma School for the Blind in Muskogee provides effective education options for children with all levels of blindness or visual impairments. OSB serves as a complement to the spectrum of services provided as common education for the State of Oklahoma. Communication and literacy are the two most crucial components for learning. OSB is able to tailor the education to the needs of the student. Students learn to be literate through braille and experience different levels of communication technology that establish a strong foundation for a lifetime of learning. OSB is 100% state appropriated. They do not receive funding from local ad valorem taxes or the State Department of Education funding formula. The School for the Blind has not had an appropriation increase since SFY-2010 and mandated teacher increases have not been funded since SFY-2009. The teacher's salary and retirement increases have been absorbed by the operating budget and through attrition for the last seven years. Additionally, OSB was reduced disproportionately to the rest of Oklahoma's educational system during SFY-16 and SFY-17. Operating budgets have been shifted as necessary to provide a safe and healthy learning environment. Restoration of funding lost during SFY-16 and SFY-17 to levels commensurate with other public schools is imperative. An adjustment based on the Consumer Price Index would restore funding and allow for economic adjustments to the school's funding.

As a residential facility, OSB has added budgetary challenges in regards to the rising cost of food, fuel and utilities. The Oklahoma Constitution mandates that the State provide for and support the School for the Blind. The Bureau of Labor shows that the Consumer Price Index has risen 14.5% since 2009. Between 2015 and 2016 the CPI jumped 1.0%. DRS has chosen to use the CPI as a reasonable and unbiased metric for economic growth. A maintenance appropriation adjustment based on this most recent increase would be approximately \$67,000 for the School for the Blind. Due to disproportionate reductions, the request for SFY-2018 is larger than previous requests, but is necessary to restore educational funding lost in the previous two years. The SFY-2018 request for OSB is \$759,513. This would restore funding and allow for economic adjustments to the school's funding that are not otherwise available.

Agency Priority:	1
Division Priority:	1
Program Description:	Oklahoma School for the Deaf
Requested FTE:	0.0
State Appropriations:	\$934,409
Funding Description:	Funding Request for State Appropriations
Purpose:	This request is to restore funding and allow for economic adjustments

The Oklahoma School for the Deaf in Sulphur provides effective education options for children with all levels of deaf or hard of hearing impairments. OSD serves as a complement to the spectrum of services provided as common education for the State of Oklahoma. Communication and literacy are the two most crucial components for learning. OSD is able to tailor the education to the needs of the student. Students learn and communicate using sign language and experience different levels of communication technology that establish a strong foundation for a lifetime of learning. OSD is 100% state appropriated. They do not receive funding from local ad valorem taxes or the State Department of Education funding formula. The School for the Deaf has not had an appropriation increase since SFY-2010 and mandated teacher increases have not been funded since SFY-2009. The teacher's salary and retirement increases have been absorbed by the operating budget and through attrition for the last seven years. Additionally, OSD was reduced disproportionately to the rest of Oklahoma's educational system during SFY-16 and SFY-17. Operating budgets have been shifted as necessary to provide a safe and healthy learning environment. Restoration of funding lost during SFY-16 and SFY-17 to levels commensurate with other public schools is imperative. An adjustment based on the Consumer Price Index would restore funding and allow for economic adjustments to the school's funding.

As a residential facility, OSD has added budgetary challenges in regards to the rising cost of food, fuel and utilities. The Oklahoma Constitution mandates that the State provide for and support the School for the Deaf. The Bureau of Labor shows that the Consumer Price Index has risen 14.5% since 2009. Between 2015 and 2016 the CPI jumped 1.0%. DRS has chosen to use the CPI as a reasonable and unbiased metric for economic growth. A maintenance appropriation adjustment based on this most recent increase would be approximately \$82,000 for the School for the Deaf. Due to disproportionate reductions, the request for SFY-2018 is larger than previous requests, but is necessary to restore educational funding lost in the previous two years. The SFY-2018 request for OSD is \$934,409. This would restore funding and allow for economic adjustments to the school's funding that are not otherwise available.