

**Commission**

**for**

**Rehabilitation Services**

**May 9, 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 58<sup>th</sup> Street, Suite 200  
Oklahoma City, OK 73112  
Monday, May 9, 2016, 10:30 am  
Regular Meeting**

Lynda Collins – Commission Chair  
Steve Shelton – Commission Vice Chair  
Jack Tucker – 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 meetings, councils and conferences attended by the Interim Director. The Director was given a tour of the Office of Management and Enterprises Services' Information Services Division which has jurisdictional responsibility related to information and telecommunications systems of all State agencies. | Chery Gray, Chief of Staff                |
| 6. | Legislative report with possible Commission discussion. The report includes Legislature and OKDRS Watch List updates.  | Kevin Nelson,<br>Legislative Liaison      |
| 7. | Financial Status Report with possible Commission discussion. The presentation includes the FY16 Financial Status Report as of March 31, 2016.  | Kevin Statham, Chief<br>Financial Officer |
| 8. | Review with possible Commission discussion of the FY 2018 – FY 2025 Capital Outlay Request.  | Kevin Statham, Chief<br>Financial Officer |
| 9. | Personnel Activity Report as of April 22, 2016 with possible Commission discussion. The report includes current FTE status.  | Goli Dunkle,<br>MSD Administrator         |

- |     |   |   |
|-----|---|---|
| 10. | The Vocational Rehabilitation Administrator's report with possible Commission discussion. The report includes program statistics and summer programs. Transition events for the summer, including three ijobs sites have been planned.  | Mark Kinnison, VR<br>Division Administrator   |
| 11. | The Visual Services Administrator's report with possible Commission discussion. The report includes program statistics, selection of an acting BEP Operations Coordinator, and plans for OSB summer jobs. Since accepting his position, the Interim VS Division Administrator has been visiting and will continue visiting all units. | Paul Adams, Interim VS<br>Division Administrator  |
| 12. | Oklahoma ABLE Tech Year End Report, with possible Commission discussion. The report will provide a summarized report of ABLE Tech's contractual activities with the Department of Rehabilitation Services for FY15.   | Linda Jaco, Associate<br>Director of Sponsored<br>Programs for OSU<br>Department of<br>Wellness |

**Action Items**

- |     |  |  |
|-----|--|--|
| 13. | Review and discussion with possible vote to approve the April 11, 2016 Commission for Rehabilitation Services Regular Meeting Minutes.   | Commission Chair                             |
| 14. | Review and discussion with possible vote for approval of donations to the Oklahoma School for the Deaf for April, 2016.  | KaAnn Varner, OSD<br>Superintendent          |
| 15. | Review and discussion with possible vote to approve Fund 235 Oklahoma School for the Deaf FY 2017 Project Proposals.   | KaAnn Varner, OSD<br>Superintendent          |
| 16. | Review and discussion with possible vote for approval of donations to the Oklahoma School for the Blind for April, 2016.   | Larry Hawkins, Interim<br>OSB Superintendent |
| 17. | Discussion with possible vote on the permanent appointment of the DRS Director.  | Commission Chair                             |
| 18. | New Business ("Any matter not known about or which could not have been reasonably foreseen prior to the time of posting." 25 O.S. § 311)   | Commission Chair                             |
| 19. | Announcements<br>Date and location of next regular meeting of the Commission for Rehabilitation Services:<br>Monday, June 13, 2016 at 10:30 am<br>Department of Rehabilitation Services<br>3535 NW 58 <sup>th</sup> Street, Suite 200<br>Oklahoma City, OK 73112 | Commission Chair                             |
| 20. | Adjournment  | Commission Chair                             |

# **Interim Director's Report**

May 9, 2016 OKDRS Regular Commission Meeting  
Submitted by  
Noel Tyler, DRS Interim Director

Reported by  
Cheryl Gray, DRS Chief of Staff

1. OMES IS Tour & Meeting
2. WINGS
3. Blue Ribbon Panel
4. ABLE Tech
5. OK Works Conference
6. Governor's Workforce Council

# Legislative Report

## May legislative report

### **Budget:**

No real news on the budget. The Governor released her budget 2.0 document, holding most agencies (and ours) to a 4.7% cut. It relies heavily on a combination of cigarette tax increases and a 440 million dollar bond issue for transportation. There is no indication that the House or Senate support it.

### **Legislation:**

We have passed all deadlines save Sine Die. SB 1209, the commission awards bill, has passed out of the House and has been signed by the Governor. HB 3023 by Rep. Hickman and Pfeiffer, that would remove our BEP priority to the capitol grounds, passed out of Senate and has also been signed. Finally, HB 1512, Rep. Kern's deaf interpreter bill from last year, passed off the Senate floor and is destined for conference committee. Otherwise, our watch list is primarily bills on administrative rules or ABLE bills

The next deadline is the end of May, Sine Die.

## Watch List as of April 27

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**HB1512 Paraphrase:** HB1512, by Rep. Sally Kern, R-Oklahoma City and Sen. Ron Sharp, R-Shawnee, directs the State Department of Education to conduct a capacity review of educational interpreters available to school districts in the state and submit a report by December 1, 2015, to the Governor, the President Pro Tempore of the Senate, and the Speaker of the House of Representatives. It establishes the Oklahoma Educational Interpreter for the Deaf Task Force until Dec. 1, 2015. It directs the eight-member task force to conduct a thorough review of the Oklahoma Educational Interpreter for the Deaf Act and make recommendations to the Legislature for any changes to the requirements for educational interpreters. (Amended by House, Amended by Senate, Stricken Title, Carryover Bill, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** // **Emergency:** No  
**Principal Authors:** Kern, Sally (H); Sharp, Ron (S)  
**Status:** Conferees Named - House **Status Date:** 04/26/2016  
**Committee(1):** Conf H on Common Education (C)

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**HB2254 Paraphrase:** HB2254, by Rep. George Faught, R-Muskogee and Sen. Dan Newberry, R-Tulsa, amends to the Administrative Procedures Act. It modifies definition and changes the expiration date of emergency rules from September to July 15. It modifies the governor approves or disapproves rules. It allows the governor 45 calendar days from receipt of a rule to approve or disapprove it and directs him or her to notify the corresponding agency in writing of the approval; if disapproved, the governor must also notify the agency with reasons in writing for the disapproval. The bill requires the governor to notify the Speaker of the House and President Pro Tempore of the Senate as well. It adds that failure of the governor to approve a rule within the specified period shall constitute disapproval of the rule. The bill states that a transmission of a rule for legislative review on or before April 1 of each year will result in the approval of such rule by the Legislature if it is in regular session and it has failed to disapprove such rule before the last day of session unless such rule establishes or increases a fee or fees or is a rule by an agency, board of commission created by or receives its authority from Title 59 of the Oklahoma Statutes. It requires those agencies or rules imposing a fee increase or establishing a new fee to be approved by the Legislature by joint resolution but if the Legislature fails to approve the rule on or before the last day of the legislative session, the rule will be deemed disapproved. The bill allows the Office of the Secretary of State to promulgate rules to establish separate filing deadlines and review periods for finally adopted rules and to carry out the

provisions of this bill. It also repeals statutory language related to the omnibus joint resolution for rule adoption procedure. (Amended by House, Amended by Senate, Stricken Title) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 11/01/2016 **Emergency:** No

**Principal Authors:** Faught, George (H); Newberry, Dan (S)

**Status:** In Committee - Conference **Status Date:** 04/27/2016

**Committee(1):** Conf H on Adm Rules, Govt Oversight & Repealer (C)

**Committee(2):** Conf HB2254 (C)

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**HB2821**  **Paraphrase:** HB2821, by Rep. Lee Denney, R-Cushing and Sen. Brian Crain, R-Tulsa, creates the Achieving a Better Life Experience Program. It defines applicable terms. The bill provides that the program's co-trustees will be the Department of Human Services director, the Oklahoma Department of Rehabilitation Services director and the State Treasurer. The bill establishes the Achieving a Better Life Experience Program Committee to administer the program and establishes membership requirements. The bill establishes the duties and responsibilities of the committee. The bill establishes policies and procedures concerning Achieving a Better Life Experience accounts. (Amended by Senate, Stricken Title, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 01/01/2017 **Emergency:** No

**Principal Authors:** Denney, Lee (H); Crain, Brian (S)

**Status:** Conferees Named - House to GCCA **Status Date:** 04/28/2016

**Committee(1):** Conf GCCA (House Only) (C)

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**HB3023**  **Paraphrase:** HB3023, by Rep. Jeff Hickman, R-Fairview, Rep. John Pfeiffer, R-Mulhall, and Sen. Stephanie Bice, R-Oklahoma City, adds the State Capitol Building and grounds to the exemptions from the requirement that require state government entities give priority to vending facilities operated by licensed blind operators and established by the State Department of Rehabilitation Services. (Amended by House) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 11/01/2016 **Emergency:** No

**Principal Authors:** Hickman, Jeff (H); Pfeiffer, John (H); Bice, Stephanie (S)

**Status:** Governor Action - Signed **Status Date:** 04/19/2016

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**HJR1072**  **Paraphrase:** HJR1072, by Rep. George Faught, R-Muskogee, approves and disapproves certain administrative rules promulgated by state agencies. The bill disapproves the following agency rules: Oklahoma State Department of Health, OAC 310: 641-7-20, subsection e; Oklahoma Health Care Authority, OAC 317: 30-5-95.24, subsections a, b, and d; Oklahoma Corporation

Commission, OAC 165:30-26-16, subsection c; Oklahoma Department of Agriculture, Food, and Forestry, OAC 35:15-34-13, subsection b, paraphrases 1 and 2, subsection c, paragraph 1, and subsection d; Oklahoma Department of Wildlife Conservation, OAC 800:30-1-16, subsection a, paragraph 11; Oklahoma Board of Examiners for Speech-Language Pathology and Audiology, OAC, 690:10-3-9, paragraph 5; Oklahoma Uniform Building Code Commission, OAC 748:17-1-1, 748:17-1-2, 748:17-1-3, and 748:17-1-4; and Oklahoma Health Care Authority, OAC 317:30-5-95.34, subsection e, paragraphs 2 and 3. (Amended by House, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** // **Emergency:** No

**Principal Authors:** Faught, George (H)

**Status:** H General Order **Status Date:** 04/06/2016

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**SB0436** **Paraphrase:** SB0436, by Sen. Ralph Shortey, R-Oklahoma City and Rep. Jon Echols, R-Oklahoma City, requires a transportation network company to disclose in writing to participating drivers the insurance coverage, limits of liability, and deductibles that the driver might be responsible for, that the transportation network company provides while the driver uses a vehicle in connection with a transportation network company's online-enabled application or platform, and to advise a participating driver in writing that the driver's automobile insurance policy may not provide any required or optional coverage because the driver uses a vehicle in connection with a transportation network company's online-enabled application or platform. The bill requires a transportation network company and any participating driver to maintain transportation network company insurance at certain levels. The bill establishes requirements for a transportation network company's insurance from the moment a participating driver accepts a ride request on the transportation network company's online-enabled application or platform until the driver completes the transaction on the online-enabled application or platform or until the ride is complete, whichever is later. It requires an individual acting or seeking to act as a participating driver for a transportation network company to provide written or electronic authorization from any lienholder with a security interest in the vehicle to be used in conjunction with the individual's service as such a driver. The amendment requires the authorization specify that the lienholder has been notified of the individual's intent to use the vehicle for that purpose and that the lienholder agrees to that use of the vehicle. The amendment also requires the transportation network company to cause its insurer to issue payment directly to the business repairing the vehicle or jointly to the owner of the vehicle and the primary lienholder when a transportation network company insurer makes a payment for a claim covered under comprehensive or collision insurance coverage. (Amended by House,

Amended by Senate, Carryover Bill, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** // **Emergency:** No

**Principal Authors:** Shortey, Ralph (S); Echols, Jon (H)

**Status:** CCR Submitted to House **Status Date:** 05/22/2015

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**SB0683 Paraphrase:** SB0683, by Sen. Nathan Dahm, R-Broken Arrow and Rep. Jon Echols, R-Oklahoma City, directs the Department of Public Safety to issue a nonbiometric Class D driver license or identification card to a qualified recipient, who requests an exemption from biometric identification, upon certification by the Department that the issuance of a biometric Class D driver license or identification card would violate the tenets of the religion or religious beliefs of the person. It exempts any applicant seeking a religious exemption from being required to provide any biometric sample with the exception of the signature of the applicant. The bill requires the Department of Public Safety to permanently delete, within 72 hours, any facial image collected for the issuance of a new, renewal or replacement Class D driver license or id, issued to a qualified person under this exemption. The bill prohibits the department from disclosing to any entity any image collected for such issuance without a warrant from a court of appropriate jurisdiction. It also prohibits them from creating a hard copy from such an image and directs them permanently delete with 72 hours from all active, backup or archival databases any biometric sample, biometric data or biometric template that may have been previously collected from the applicant. The bill also repeals the Oklahoma Nonparticipation in Implementation of Real ID Act of 2005. (Amended by Senate, Stricken Title, Carryover Bill, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** // **Emergency:** No

**Principal Authors:** Dahm, Nathan (S); Echols, Jon (H)

**Status:** Conferees Named - House **Status Date:** 04/28/2016

**Committee(1):** Conf H on Rules (C)

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**SB1005 Paraphrase:** SB1005, by Sen. Brian Crain, R-Tulsa and Rep. Jon Echols, R-Oklahoma City, creates the Oklahoma Achieving a Better Life Experience (ABLE) Savings Plan Act. The bill exempts account balances and distributions from savings accounts established under the Oklahoma Achieving a Better Life Experience (ABLE) Savings Plan Act from the calculation of resources for the purpose of the Statewide Temporary Assistance Responsibility System (STARS). The bill defines applicable terms. It requires the State Treasurer to establish and administer the Oklahoma ABLE Savings Plan and requires that the treasurer develop and implement the program in a manner consistent with

this act and subject to Section 529A of the Internal Revenue Code through the adoption of guidelines and procedures; retain professional services, if necessary, including accountants, auditors, consultants and other experts; seek rulings and other guidance, if necessary, from the United States Department of the Treasury, the Internal Revenue Service and the Oklahoma Attorney General relating to the program; make changes to the program required for the participants in the program to obtain the federal income tax benefits or treatment provided by Section 529A of the Internal Revenue Code; interpret, in policies, guidelines and procedures, the provisions of the Oklahoma ABLE Savings Plan Act broadly in light of its purpose and objectives; develop a schedule of application fees and other necessary fees and charges in connection with any agreement, contract or transaction relating to the program that are sufficient to offset the administrative and staffing costs associated with the implementation and administration of this program; either select the financial institution or institutions to act as the depositories and managers of the program accounts or determine an alternative method for financial management as outlined in the act; and develop procedures to assist in the administration and implementation the program after reasonable notice to the public and a public hearing in a manner similar to requirements of the Administrative Procedures Act. The bill establishes requirements for a program manager. The bill establishes procedures for the operation and use of the accounts. The bill exempts account balances and distributions from savings accounts established under the act from levy and sale, garnishment, attachment or any other process that makes them unassignable. The provisions listed therein are subject to available funding by the Office of the State Treasurer. (Amended by House, Amended by Senate, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 01/01/2017 **Emergency:** No

**Principal Authors:** Crain, Brian (S); Echols, Jon (H)

**Status:** S House Amendments - Read **Status Date:** 04/25/2016

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**SB1209**  **Paraphrase:** SB1209, by Sen. Kimberly David, R-Porter and Rep. Jadine Nollan, R-Sand Springs, allows awards presented by the Commission for Rehabilitation Services to be presented at a formal or informal ceremony, banquet or reception, the cost of which may be expended from monies available in the department's operating funds. The bill requires discussion regarding the selection of the annual Commissioner's Award to be confidential. - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 11/01/2016 **Emergency:** No

**Principal Authors:** David, Kimberly (S); Nollan, Jadine (H)

**Status:** Governor Action - Signed **Status Date:** 04/18/2016

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**SB1236** **Paraphrase:** SB1236, by Sen. Kay Floyd, D-Oklahoma City and Rep. George Faught, R-Muskogee, modifies definitions used in the Administrative Procedures Act. The bill states transmission of a rule for legislative review on or before April 1 of each year will result in the approval of such rule by the Legislature if the Legislature is in regular session and has failed to disapprove such rule before the last day of session after such rule has been submitted, unless the rule pertains to a fee increase. The bill prohibits any agency from enacting any rule unless approved by the legislature. The bill allows the Office of the Secretary of State to promulgate emergency rules to establish separate filing deadlines and review periods for finally adopted rules and to carry out the provisions of the act. (Amended by House, Amended by Senate, Committee Substitute) - © 2016 eCapitol, LLC. All rights reserved.

**Effective Date:** 11/01/2016 **Emergency:** No

**Principal Authors:** Floyd, Kay (S); Faught, George (H)

**Status:** S House Amendments - Read **Status Date:** 04/13/2016

# Financial Status Report

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

## All Programs Agency Summary

	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	75,435,703.72	50.7%	51,910,939.55	68.8%	23,144,790.16	99.5%
Travel	1,661,880.00	1.1%	992,139.02	59.7%	55,150.71	63.0%
General Operating	20,926,050.00	14.1%	12,485,875.91	59.7%	7,873,923.39	97.3%
Office Furniture & Equipment	2,827,753.00	1.9%	1,122,991.92	39.7%	707,187.13	64.7%
Client / General Assistance	39,921,691.00	26.8%	24,545,395.41	61.5%	13,539,628.73	95.4%
Indirect Cost	7,936,191.00	5.3%	6,087,307.83	76.7%	1,848,883.17	100.0%
Total	148,709,268.72	100.0%	97,144,649.64	65.3%	47,169,563.29	97.0%

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

All Programs						
Vocational Rehabilitation and Visual Services						
	% of Total		% Expended		Encumbrances	% Used
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	26,850,370.72	35.4%	17,658,735.08	65.8%	9,020,717.84	99.4%
Travel	1,369,350.00	1.8%	801,418.95	58.5%	31,840.77	60.9%
General Operating	10,227,512.00	13.5%	6,009,256.09	58.8%	4,154,885.12	99.4%
Office Furniture & Equipment	2,152,419.00	2.8%	930,559.19	43.2%	610,754.49	71.6%
Client / General Assistance	31,426,191.00	41.5%	18,339,408.39	58.4%	11,335,283.78	94.4%
Indirect Cost	3,736,603.00	4.9%	2,527,662.47	67.6%	1,208,940.53	100.0%
Total	75,762,445.72	100.0%	46,267,040.17	61.1%	26,362,422.53	95.9%

Vocational Rehabilitation Grant						
	% of Total		% Expended		Encumbrances	% Used
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	24,199,860.72	34.0%	15,885,687.80	65.6%	8,187,832.87	99.5%
Travel	1,344,400.00	1.9%	792,937.49	59.0%	31,840.77	61.3%
General Operating	9,417,217.00	13.2%	5,431,268.22	57.7%	3,901,437.21	99.1%
Office Furniture & Equipment	2,074,119.00	2.9%	903,673.91	43.6%	609,987.49	73.0%
Client / General Assistance	30,741,667.00	43.1%	18,120,882.22	58.9%	10,991,994.15	94.7%
Indirect Cost	3,500,000.00	4.9%	2,353,398.97	67.2%	1,146,601.03	100.0%
Total	71,277,263.72	100.0%	43,487,848.61	61.0%	24,869,693.52	95.9%

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

All Programs						
Oklahoma School for the Blind						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	5,391,891.00	68.8%	3,730,934.14	69.2%	1,639,432.74	99.6%
Travel	46,291.00	0.6%	30,189.28	65.2%	245.00	65.7%
General Operating	1,687,248.00	21.5%	1,013,184.90	60.0%	501,004.21	89.7%
Office Furniture & Equipment	198,280.00	2.5%	32,785.88	16.5%	20,400.00	26.8%
Client / General Assistance	84,000.00	1.1%	60,260.76	71.7%	0.00	71.7%
Indirect Cost	430,824.00	5.5%	344,147.90	79.9%	86,676.10	100.0%
<b>Total</b>	<b>7,838,534.00</b>	<b>100.0%</b>	<b>5,211,502.86</b>	<b>66.5%</b>	<b>2,247,758.05</b>	<b>95.2%</b>

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

All Programs		Oklahoma School for the Deaf				
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,937,363.00	69.1%	4,922,043.50	70.9%	1,951,891.56	99.1%
Travel	37,239.00	0.4%	26,016.11	69.9%	194.64	70.4%
General Operating	1,920,380.00	19.1%	1,250,374.62	65.1%	655,635.10	99.3%
Office Furniture & Equipment	166,654.00	1.7%	57,992.57	34.8%	2,545.00	36.3%
Client / General Assistance	421,500.00	4.2%	262,807.81	62.4%	97,263.40	85.4%
Indirect Cost	557,044.00	5.5%	450,078.95	80.8%	106,965.05	100.0%
<b>Total</b>	<b>10,040,180.00</b>	<b>100.0%</b>	<b>6,969,313.56</b>	<b>69.4%</b>	<b>2,814,494.75</b>	<b>97.4%</b>

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

All Programs						
Disability Determination Division						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	29,834,237.00	65.4%	21,132,887.79	70.8%	8,604,021.53	99.7%
Travel	89,000.00	0.2%	38,512.18	43.3%	22,554.81	68.6%
General Operating	4,378,951.00	9.6%	2,490,001.41	56.9%	1,628,265.88	94.0%
Office Furniture & Equipment	140,000.00	0.3%	33,667.89	24.0%	43,460.82	55.1%
Client / General Assistance	7,990,000.00	17.5%	5,882,918.45	73.6%	2,107,081.55	100.0%
Indirect Cost	3,205,812.00	7.0%	2,764,636.88	86.2%	441,175.12	100.0%
Total	45,638,000.00	100.0%	32,342,624.60	70.9%	12,846,559.71	99.0%

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

## All Programs

### DRS Support Services

	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,421,842.00	68.1%	4,466,339.04	69.5%	1,928,726.49	99.6%
Travel	120,000.00	1.3%	96,002.50	80.0%	315.49	80.3%
General Operating	2,711,959.00	28.8%	1,723,058.89	63.5%	934,133.08	98.0%
Office Furniture & Equipment	170,400.00	1.8%	67,986.39	39.9%	30,026.82	57.5%
Indirect Cost	5,908.00	0.1%	781.63	13.2%	5,126.37	100.0%
<b>Total</b>	<b>9,430,109.00</b>	<b>100.0%</b>	<b>6,354,168.45</b>	<b>67.4%</b>	<b>2,898,328.25</b>	<b>98.1%</b>

# Department of Rehabilitation Services Financial Status Report FY 16

As of March 31, 2016

<b>Personnel</b>
Salary Expense
Insurance Premium -Health-Life, etc
FICA-Retirement Contributions
Inter/Intra Agency Payment for Personal Services
<b>Travel</b>
Travel - Agency Direct
Travel - Reimbursements
<b>General Operating</b>
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
<b>Office Furniture &amp; Equipment</b>
Library Equipment & Resources
Office Furniture & Equipment
<b>Client / General Assistance</b>
Social Service and Assistance Payments
<b>Indirect Cost</b>

**FY 2018 - FY 2025**  
**Capital Outlay Request**  
**Executive Summary**

**OKLAHOMA COMMISSION FOR REHABILITATION SERVICES**

**EXECUTIVE SUMMARY**

**ISSUE:**

Review of the FY 2018 – FY 2025 Capital Outlay Request

**BACKGROUND:**

The DRS Chief Financial Officer has reviewed the FY 2018 – FY 2025 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 2018 – FY 2025 Capital Outlay Request.

**BUDGET IMPACT:**

**FY 2018 – FY 2025 Capital Outlay Request**

<b>Division</b>	<b>Number of Projects</b>	<b>Total Cost</b>
OSB	7	15,525,000
OSD	12	12,908,354
<b>TOTAL</b>	<b>19</b>	<b>\$28,433,354</b>

**DEPARTMENT OF REHABILITATION SERVICES  
FY 2018 - FY 2025 Capital Outlay Request**

<b>Agency Priority</b>	<b>Project #</b>	<b>Project Name</b>	<b>Amount</b>
NEW	805-0077	OSD - HVAC Replacement Long Hall and Griffing Hall	\$250,000
NEW	805-0078	OSD - Roof Replacement Long Hall and Vocational Building	\$402,522
2	805-0075	OSD - Multi Purpose Safe Room	\$450,000
3	805-0067	OSB - Instructional Activity Center	\$3,800,000
4	805-0074	OSD - Swimming Pool Renovation	\$800,000
5	805-0059	OSD - Auditorium Remodel	\$1,800,000
6	805-0069	OSB - Auditorium Remodel	\$625,000
7	805-0073	OSD - Masonry Repair: Long Hall and Gymnasium/Auditorium	\$226,125
8	805-0046	OSD - Food Service Center	\$3,000,000
9	805-0030	OSB - B-4 Building Remodel	\$775,000
10	805-0036	OSB - New Media and Technology Center	\$3,100,000
11	805-0068	OSB - New Cafeteria	\$4,600,000
12	805-0007	OSD - General Site Work	\$2,500,000
13	805-0045	OSD - Football Field Lighting	\$1,424,400
14	805-0072	OSB - Apartment Remodel	\$625,000
15	805-0026	OSB - New Maintenance and Auto/Carpentry Shop	\$2,000,000
16	805-0027	OSD - New Maintenance and Auto Shop	\$850,500
17	805-0060	OSD - Renovate Boiler House	\$1,125,000
18	805-0020	OSD - Superintendent Housing - Elec and Mech and A and E	\$79,807
		OSB 7 Projects	\$15,525,000
		OSD 12 Projects	<u>\$12,908,354</u>
		<b>TOTAL REQUEST</b>	<b>\$28,433,354</b>

**DEPARTMENT OF REHABILITATION SERVICES  
FY 2018 – FY 2025 Capital Outlay Request**

**#805-0077 OSD - HVAC Replacement Long Hall and Griffing Hall**

**Agency Priority NEW**

**\$250,000**

This request will replace the HVAC units that cool and heat two of OSD's main campus buildings. The existing units are old and don't maintain an adequate temperature and climate. Parts to maintain and repair the units are no longer available; motors and pumps have been rebuilt multiple times to restore both units to operating condition. The units are energy guzzlers; replacing them with modern equipment that is energy efficient would be a cost savings. Both buildings supply valuable spaces for students: dormitory, cafeteria, honors program, transition training business office and student finance.

**#805-0078 OSD - Roof Replacement Long Hall and Vocational Building**

**Agency Priority NEW**

**\$402,522**

This request is for replacement of roofs of two buildings: Long Hall and Vocational Building. Both roofs were replaced over twenty years ago. Flat roofs are tar and gravel. Cracks in the tar coating allow water to seep into the buildings, damaging walls, floors and ceilings. Due to the age of the material, size of the cracks and the number of problem areas, general maintenance is no longer practical or efficient.

**#805-0075 OSD - Multi Purpose Safe Room**

**Agency Priority 2**

**\$450,000**

This request is for new construction of a Multi-Use Safe Room/Storm Shelter. With this funding a one story storm shelter will be added to the existing White Hall Classroom building on the northeast corner of the building. The shelter will house 250 occupants (approximately 1,500 sq. feet). The shelter will double as a classroom for K-12 students.

**#805-0067 OSB - Instructional Activity Center**

**Agency Priority 3**

**\$3,800,000**

This project is to build a new Activity Center and demolish the old gym. The old gym was built in the 1920's and is not ADA compliant. It is extremely cramped and undersized (not a standard-size court). When OSB hosts large special events, arrangements have to be made to hold those events off campus. An inspection was done by O.J.C. Co. Consulting Engineers in March 2015 for a structural inspection and it was found that there is structural damage in the foundations. O.J.C. Co. gave an engineers estimate for these repairs in 2015 at \$50,000. Using 5% inflation, these repairs have now increased to \$57,881.

### **#805-0074 OSD - Swimming Pool Renovation**

#### **Agency Priority 4**

**\$800,000**

This project request is to renovate and upgrade the swimming pool. The OSD swimming pool installed in the 70's was closed October, 2013 due to plumbing issues and safety concerns. Typically, the swimming pool is used by students everyday for PE, recreation, physical therapy, and swimming lessons. The pool is also used by the Red Cross for community swimming lessons and lifeguard certifications; the National Park Service uses the pool to certify their water rescue team; and local emergency responders use the pool for water safety training. The swimming pool provides a valuable resource to students, community, state and federal in terms of water safety. With this funding request, the pool would be upgraded to meet today's standards, safety codes, and be energy efficient. The up-to-date pool would offer an array of opportunities to OSD students by expanding the school sports program with a swim team. Many opportunities could be offered to the community by partnering with the Ardmore YMCA offering a fitness and wellness program to the community using the national wellness program as the basis and guideline. For many years OSD owned the only indoor swimming pool in this rural part of the state large enough to offer water safety training; thousands of children were taught swimming lessons over the years through the Red Cross. In 2013, YMCA submitted a proposal to OSD to open the pool and gymnasium to offer fitness programs to the public. YMCA's proposal was favorable, open to their program at times outside of students use; the program would operate using YMCA membership fees. Due to plumbing issues with the pool, the partnership did not progress beyond discussion.

### **#805-0059 OSD - Auditorium Remodel**

#### **Agency Priority 5**

**\$1,800,000**

Funding would allow OSD to renovate the auditorium to meet ADA and safety compliance, to upgrade lighting, and to replace seating. The auditorium constructed in the 1970's as part of campus upgrade does not meet today's ADA compliance or safety codes. Lighting: The existing canister-type lighting is recessed into the 20 ft. high ceiling. The lighting is inadequate, sparse and dim. Improved lighting will be achieved by replacing existing fixtures with energy efficient fixtures appropriate for schools. Screens and New Stage Design: Currently, when the interpreters stand on the stage, they cannot be seen by deaf audience members unless they are sitting on one of the front three rows. Redesigning the stage and installing screens on each side of the stage that will project the image of interpreters will allow students, staff, parents and visitors a clear view of the interpreters. This will help achieve ADA compliance. Seating: The existing seats are wooden and are in bad condition. There are no spaces available for wheelchairs. This project would replace the 250 existing seats with 222 new seats that meet school safety requirements as well as supply wheelchair accessibility areas throughout the auditorium.

### **#805-0069 OSB - Auditorium Remodel**

#### **Agency Priority 6**

**\$625,000**

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 23 years ago. The lighting is inadequate and the sound system is approximately 2 years 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.

**#805-0073 OSD - Masonry Repair: Long Hall and Gymnasium/Auditorium**

**Agency Priority 7**

**\$226,125**

This request is for tuck-pointing two OSD buildings: Long Hall and Gymnasium / Auditorium. Tuck-pointing is a critical maintenance task and keeps water from entering the brick wall cavity. If water is allowed to get past the mortar and into the wall, brick failure may occur such as cracking or spalling (popping off of the brick face). Interior walls are beginning to show signs of moisture seeping into both buildings on all three floors. LONG HALL: Long Hall, a one hundred year old three story structure built in the early 1900's is used by elementary students, office staff and for community education. Two rooms on the first floor are no longer used for occupancy due to water damage. GYMNASIUM/AUDITORIUM: The masonry between the brick on the Gymnasium/Auditorium building has deteriorated to severe conditions, causing the east wall to sag which is affecting the integrity of the roof and wall. Fallen mortar can be seen all around both buildings and bricks below the capstone appear to be loose.

**#805-0046 OSD - Food Service Center**

**Agency Priority 8**

**\$3,000,000**

This request is to construct a new school cafeteria/dining hall. OSD has outgrown its existing cafeteria space located in Griffing Hall Dormitory. The cafeteria is located on the first floor of the three story structure built in 1906, the dining area has the capacity to seat 180. Utilizing the room for training, meetings or celebrations is difficult because of the low ceilings, load bearing columns that block a clear view of interpreters, and poor lighting. For special events and family celebrations, food is prepared in the cafeteria and then moved by carts to the gymnasium. The completion of this project would increase seating capacity by 40%. The existing cafeteria would be converted to a student union or made into multiple classrooms.

**#805-0030 OSB - B-4 Building Remodel**

**Agency Priority 9**

**\$775,000**

This project is to renovate a 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 tuck - pointing. Presently, B-4 dormitory 2nd floor can only be used for storage. The main floor has been renovated using donated monies. As of November 2013 there have been \$82,207.54 donated for this renovation with \$78,964.69 expended to date.

**#805-0036 OSB - New Media and Technology Center**

**Agency Priority 10**

**\$3,100,000**

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 and 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.

**#805-0068 OSB - New Cafeteria****Agency Priority 11****\$4,600,000**

This request is for construction of a new school cafeteria. Underneath the concrete floor the sewer/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 Career Technology classes.

**#805-0007 OSD - General Site Work****Agency Priority 12****\$2,500,000**

General site work is necessary to upgrade OSD's campus and to meet ADA regulations. This funding request would allow (1) Replace existing broken and narrow sidewalks with new ADA sidewalks, and install walkway awnings, (2) Install wheelchair ramps and turnarounds, (3) Replace broken curbs, (4) Repair retaining walls, and (5) Improve entrance to outdoor classroom. Existing sidewalks are cracked and raised, causing hazardous walking for students, staff and visitors. Vehicular access to the outdoor classroom is limited by treacherous roadways. The entrance into the outdoor classroom property is narrow and at an incline, making it difficult for school buses and/or vans to enter. Very often, the entrance must be rebuilt after heavy rains wash it out. This funding request would allow for the construction of an entrance into the 60 acre property and to build a driveway to the outdoor classroom. Sidewalks and trails at the outdoor classroom site would be constructed, and the low-water bridge would be reinforced and improved. This upgrade would make the classroom more accessible and usable for educational programs.

**#805-0045 OSD - Football Field Lighting****Agency Priority 13****\$1,424,400**

The mission of the Oklahoma School for the Deaf is to provide an educational program for students with disabilities equal to programs provided by any public school system for hearing children in the state. The existing football field is often referred to as the "pasture." There is no lighting; therefore, all games must be scheduled during the day or held off campus. Three portable metal/wood bleachers are shared and moved around for football, volleyball, softball, and soccer. Football games are announced from a flatbed trailer pulled onto the field. There is no flagpole for the field. Even with all these obstacles, the OSD football team has received many awards and national recognition. This funding request would allow the installation of appropriate lighting around the existing football field and would illuminate the field for evening practices, games, and competitions. Field lighting would also permit scheduling games at times when parents and fans may attend to support their children and school. New concrete stadium seating with usable space beneath the seats would provide dressing rooms, public restrooms, and a concession stand with all of the amenities necessary to attend to the needs of a crowd. This measure would eliminate opening up the gymnasium to the public during football, volleyball, softball and soccer games. This request also provides funding for a flagpole.

**#805-0072 OSB - Apartment Remodel****Agency Priority 14****\$625,000**

This project is to renovate the old apartments built in 1949 located on the 2nd 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.

**#805-0026 OSB - New Maintenance and Auto/Carpentry Shop**

**Agency Priority 15**

**\$2,000,000**

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 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 approx. 75'x100' with a carport attached to the front of the building along the entire 100' length for a 20'x100' carport.

**#805-0027 OSD - New Maintenance and Auto Shop**

**Agency Priority 16**

**\$850,500**

New construction of a metal building approximately 7,000 square feet would house the school's maintenance and motor pool departments. Presently, the maintenance office and tool/paint cages are located in an area of the school that could otherwise be used as vocational classrooms. The motor pool department is located in the old central boiler plant that was constructed in 1913. The existing motor pool/auto shop would be utilized as an equipment building to secure tractors, and lawn equipment; or, with renovation, the old boiler plant (an historical building) would be an ideal location for classrooms, meeting rooms, or the school museum.

**#805-0060 OSD - Renovate Boiler House**

**Agency Priority 17**

**\$1,125,000**

This request is for funding to restore the OSD Boiler House Building, an historical building. One of the first buildings constructed on the OSD campus, the masonry structure is approximately 7,500 sq. ft. Once restored, this facility would not only provide a pleasant atmosphere for meetings and special events, but would also preserve one of OSD's most historic buildings. The new facility would accommodate growth in enrollment and any large gathering such as alumni, homecoming, and junior/senior banquets as well as numerous other activities and events. The "old boiler house" was built in 1913 to house the central boiler plant and laundry. The central boiler plant was dismantled during the capital improvement bond project in 1997. Since that time the building has been used for storing utility equipment. The building is structurally sound, located in a prime location for group gatherings, as well as a perfect location for the school's museum. Renovation would include complete interior remodeling of the structure. Construction would involve raising the west floor to a compatible level with the east end of the building. Interior brick walls would be tuck-pointed and repaired, and exterior and interior doors replaced. The ceiling would be repaired/replaced with exposed hardwood and beams. Hardwood flooring would be installed throughout. A kitchen area located on the east end of the building would allow for catering food. Two restrooms, HVAC system, fire alarm, and sprinkler systems are included in this project request.

**#805-0020 OSD - Superintendent Housing - Elec and Mech and A and E**

**Agency Priority 18**

**\$79,807**

This request for funding will complete ADA, structural, mechanical and electrical upgrades and install a sprinkler system in the superintendent's residence. The masonry structure was built in 1976 and is in sound condition. As with most buildings constructed in the 70's however, the home must be upgraded to meet safety and ADA codes as well as to preserve state property. Bathrooms, kitchen, hallways, and interior/exterior doorways require major modifications to allow for ADA accessibility. The 1997 A&E assessment for the Capital Improvement bond issue included mechanical, electrical, structural and ADA upgrades to all campus buildings. Due to the lack of funding however, the Superintendent's residence was not upgraded.

**TOTAL REQUEST \$28,433,354**

# Personnel Report

## PERSONNEL ACTIVITY REPORT AS OF APRIL 22, 2016

FILLED AND VACANT POSITIONS									
Personnel Activity = 9 vacant positions filled / 34 positions in Announcement or Selection Process									
Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled	
DDD	DD Specialist / 1276	11/1/2013	DDD	5/26/2016	Until Filled	15-110	Patricia Kingsby-Robinson	4/18/2016	
OSB	Nursing Service Supervisor / 0851	6/5/2015	OSB	7/16/2015	7/29/2015	16-005	Applicant list sent 8/3/2015		
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	Currently open		
OSD	Principal / 0414	7/15/2011	OSD	12/31/2014	Until Filled	15-062	App list sent 4/8/2015		
OSD	Direct Care Specialist II / 433	1/4/2016	OSD	1/12/2016	1/25/2016	16-088	App list sent 2/1/2016		
OSD	Direct Care Specialist II / 0299	1/6/2016	OSD	2/3/2016	2/16/2016	16-102	App list sent 2/24/2016		
OSD	Direct Care Specialist II / 0810,0552	12/18/2015 12/21/2015	OSD	3/18/2016	3/31/2016	16-120	App list sent 4/13/2016		
OSD	Construction/Maintenance Technician III / 1042	5/1/2016	OSD	3/31/2016	4/13/2016	16-123	Waiting for E-list		

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann #	Action/Incumbent	Date Filled
VR	VR Specialist III / 0024	3/10/2015	VR56 – Woodward	11/2/2015	11/16/2015	16-059	App list sent 11/23/2015	
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	Psychological Clinician III / 0494	12/1/2015	VR66 – Tulsa	11/20/2015	1/18/2015	16-073	App list sent 1/29/2016	
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	VR Specialist IV / 0391	12/14/2015	VR13 – McAlester	1/21/2016	2/19/2016	16-093	App list sent 2/23/2016	
VR	Rehabilitation Technician III / 0011	12/31/2015	VR07 – Durant	1/26/2016	2/8/2016	16-098	Jamie Paris 4/1/2016	
VR	VR Specialist II / 1078	11/15/2012	VR07 – Durant	2/9/2016	2/22/2016	16-104	App list sent 3/2/2016	
VR	Rehabilitation Technician III / 0278	1/15/2016	VR47 – OKC	2/12/2016	2/26/2016	16-106	App list sent 3/3/2016	
VR	VR Specialist III / 0166	8/31/2014	VR45 – Tulsa	3/03/2016	3/23/2016	16-114	App list sent 4/5/2016	
VR	Rehabilitation Technician III / 0756	3/1/2016	VR75 – Tulsa	3/18/2016	4/07/2016	16-118	Waiting for E-list	
VR	Rehabilitation Technician III / 0450	1/13/2016	VR31 – OKC	3/18/2016	4/12/2016	16-119	Waiting for E-list	
VR	VR Specialist IV / 0750	12/27/2015	VR12 – Lawton	3/25/2016	4/04/2016	16-121	App list sent 4/13/2016	
VR	VR Specialist IV / 0723	9/1/2015	VR66 – Tulsa	3/25/2016	4/04/2016	16-122	App list sent 4/15/2016	
VR	Assistive Technology Specialist IV / 0281, 0568	12/1/2014	VR – Statewide	4/13/2016	5/3/2016	16-124	Currently open	
VR	Assistive Technology Specialist I / 1197	10/1/2012	VR – Statewide	4/13/2016	5/3/2016	16-125	Currently open	
VR	Rehabilitation Technician III / 1189	9/1/2015	VR44 – Stillwater	4/22/2016	5/5/2016	16-128	Currently open	
VR	Executive Fellow / 1147	11/12/2014	VR49 – OKC				Kevin Randall 4/6/2016	

Division	Title/PIN	Date Vacated	Location	Begin Date	End Date	Ann. #	Action/Incumbent	Date Filled
VS	Rehabilitation Technician III / 0361, 0789	5/7/201	VS73 – OKC	1/5/2016	1/19/2016	16-087	Stacey McGhee Caryn Mitchell	3/28/2016 4/11/2016
VS	Vending Machine Technician I / 1027	10/7/2014	VS33 – OKC	1/12/2016	1/25/2016	16-089	Rodney Simon	4/4/2016
VS	Materiel Management Officer I / 0062	10/28/2015	VS33 – OKC	1/15/2016	1/28/2016	16-090	App list sent 2/9/2016	
VS	Business Manager II / 0785	11/23/2015	VS33 – OKC	1/26/2016	2/8/2016	16-096	Cindy Crawford	4/4/2016
VS	Rehabilitation of the Blind Specialist III / 0052	6/26/2015	VS58 – Ada	2/3/2016	3/3/2016	16-100	App list sent 3/10/2016	
VS	Rehabilitation of the Blind specialist IV / 0289	3/1/2016	VS91 – Tulsa	2/12/2016	2/22/2016	16-105	Jane Lansaw	4/18/2016
VS	Vending Facility Business Consultant II / 0473	2/15/2016	VS33 – OKC	3/2/2016	3/15/2016	16-112	App list sent 3/22/2016	
VS	Rehabilitation Technician II / 0046	2/16/2016	VS58 – Ada	3/10/2016	3/24/2016	16-116	App list sent 4/4/2016	
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	Job Placement Specialist II / 0167	12/18/2015	VS33 – OKC	4/14/2016	4/28/2016	16-126	Waiting for E-list	
VS	Rehabilitation of the Blind Specialist III / 0311	3/1/2015	VS84 – McAlester	4/14/2016	4/27/2016	16-127	Waiting for E-list	
VS	Programs Manager II / 0260	2/8/2016	VS64 – Tulsa	4/22/2016	5/5/2016	16-129	Currently open	
VS	Programs Manager II / 0193	2/17/2016	VS91 – Tulsa	4/22/2016	5/5/2016	16-130	Currently open	
VS	Executive Fellow / 1160	2/1/2016	VS58 – Ada				Jennifer Bolin	4/20/2016

**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

**RESIGNATIONS/RETIREMENTS/SEPARATIONS = 8**

**SUPPORT SERVICES DIVISION (Executive/MSD/FSD)**

Zotigh, Randal – Training Specialist III – MSD-HRD, Resigned 4/22/2016 (13 years 4 months)

**DIVISION OF VOCATIONAL REHABILITATION**

NONE

**VISUAL SERVICES DIVISION**

NONE

**OKLAHOMA SCHOOL FOR THE BLIND**

Freeman, Laura – Transportation Officer/Student Aide, Discharged 4/13/2016 (5 months)

Thomas, Jennifer – Direct Care Specialist II, Discharged 4/6/2016 (6 months)

**OKLAHOMA SCHOOL FOR THE DEAF**

Gomez, Christopher – Fire Prevention/Security Officer I, Resigned 4/8/2016 (1 year 4 months)

**DISABILITY DETERMINATION DIVISION**

Wilson, Scott – Disability Determination Specialist I, Resigned 4/1/2016 (6 months)

Coussens, Bron – Programs Manager III, Retired 4/1/2016 (27 years 6 months)

Henthorn, Sharon – Disability Medical Consultant, Discharged 4/4/2016 (4 months)

Walker, Shawnquita – Disability Determination Specialist I, Discharged 4/22/2016 (7 months)

# CURRENT FTE STATUS FY 2016

FTE as of April 22, 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)	79.20	71.50	0.00	(1.00)	70.50
Vocational Rehabilitation	267.00	238.00	16.00	(2.00)	252.00
Visual Services	139.00	115.00	9.00	(2.00)	122.00
VR/VS-DP	2.00	1.00	0.00	(0.00)	1.00
Oklahoma School for the Blind	92.50	85.50	3.00	0.00	88.50
Oklahoma School for the Deaf	124.00	115.00	6.00	0.00	121.00
<b>Total (NON-EXEMPT)</b>	<b>703.70</b>	<b>626.00</b>	<b>34.00</b>	<b>(5.00)</b>	<b>655.00</b>
Disability Determination Division (EXEMPT)	328.30	322.00	0.00	0.00	322.00
<b>TOTAL NON-EXEMPT &amp; EXEMPT</b>	<b>1032.00</b>	<b>948.00</b>	<b>34.00</b>	<b>(5.00)</b>	<b>977.00</b>

**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

# **Vocational Rehabilitation Administrator's Report**

## May 2016 Commission Report for the Division of Vocational Rehabilitation

Hello Commissioners, it's always an honor to present the latest activity in the VR division, please see the bullets below.

- Wages are up about 1% in VR at this point as compared to last year.
- Applications are up 531, and plans are up 441 and successful outcomes are down 75 compared to last year at this time.
- The progress on WIOA remains slow. We have had additional meetings in Southern and Central area. Melinda Fruendt, and I met with our OKDRS folks in the Central area to discuss specific services that OKDRS will bring to the table in regards to Comprehensive work centers.
- Disability Day was a success. I was very proud of VR efforts to help job seekers attend, and represent OKDRS. Big thanks to Jody, Dana, Brett, and Cathy for their good work on this.
- Summer is coming on soon, and we have many transition events coming up, which include three ijobs sites which are Norman, OKC/FTTC, and Owasso. The kids in Owasso will earn an elective credit and five kids from Collinsville are joining the Owasso location. Two STEM camps will be offered. One will be in the NW area in Cherokee and SE area with Ada for kids with disabilities ages 14-18. This will be a partnership with the school districts, Tech-Now, Inc., and Think Through Math, Inc. These will be offered in June and July. There will be a new workshop offered called A3 (ACT Prep, Awareness, and Advocacy) specifically for juniors and seniors who are Deaf or Hard of Hearing. This will be in Tulsa the last week of July, and we have invited regional VR partners to send their transition job seekers from Kansas, Arkansas, Texas and Missouri. Tulsa CC is a partner and they are providing meeting space and one interpreter. GALT is also a partner and they are providing lunch. In my previous reports I mentioned a summer camp titled Working on the Wichita's (WOW) which will offer summer work experience and employability skills training. Planning is under way for the 11<sup>th</sup> Annual Oklahoma Transition Institute. Recruitment for six Project Search sites is almost complete. The partnership with DHS and the 55A Capitol Hill office initiated by the Road to Independence program continues to grow. We have received several referrals and applications and are working closely with the 55A staff to coordinate services for kids in foster care. We are even going to host a 2-day transition workshop in July for about 15 of the 55A kids. We continue to work with ODMHSAS on the ONIT program to help youth with mental illness through service coordination.
- Our Services to the Deaf and Hard of Hearing Unit have hosted two town hall sessions in regards to employment services.
- Lesli Lennier is our new AT Coordinator. She is now trying to fill vacancies in her unit. We know she will do an excellent job.
- We are continuing to do our best in hiring front line staff to meet the needs of job seekers.

I want to thank all of our VR employees for the tremendous work effort that is ongoing despite difficult budget times and at times uncertainties. It's very comforting to know that our job seekers continue to get the best employment services we have to offer. As always I'm extremely proud and thankful to work with such a great bunch of folks.

# Visual Services

# Administrator's Report

Commission Report for May 9, 2016

Visual Services Division

Submitted by Paul Adams, Interim VS Division Administrator

Special thanks to Rod Van Stavern for assistance in gathering data.

The following data will hopefully present to you a picture of the status of VS case client services performance at this time.

Active Case Totals (Open Cases):

- Vocational Rehabilitation Active Case Totals: 1,270
- Older Blind Active Case Totals: 326

Successful Closures FFY 2016

- Vocational Rehabilitation Cases: 144
  - Integrated Employment: 107
  - Homemaker: 30
  - Self-Employed: 7
- Older Blind Cases (Goals Met): 69

FFY 2016 Closure Average Wages: \$12.13 (FFY 2015 - \$12.70 – down 4.5%)

Average Caseload Size as of 4/27/2016 is 51

Blind Training Centers: Authorized for SFY 2016 – 12 Students

As of the date of this report, 24% of VS Active Cases are identified as Transition Program Participants and 30.5% of all VS Cases are currently under the age of 25 (Transition Age Youth), VS has taken 247 applications compared to 251 last year at this time, and Active cases are down 18% from last year at this the same time.

I began visiting our VS offices and staff on April 28 with the Ada office and will continue making visits through May and early June until all the units have been visited. With the retirement of Mike Hamrick, I have designated Danny Robison, our AT Coordinator, as acting BEP Operations Coordinator, as he expressed interest in taking on the responsibility and already had good working knowledge of the program and the licensed managers.

I have visited briefly with Larry Hawkins, Interim Superintendent of OSB, about working together on several projects, including Braille textbooks for OSB students and re-instating the summer ABLE (Adult Blind Living Evaluation) program at the OSB campus. I hope to be able to meet with him soon about those projects as well as BEP involvement with summer jobs for students, and future involvement with transition age summer camps.

# Oklahoma

# ABLE Tech Report

**YEAR END REPORT**  
**Oklahoma Department of Rehabilitation Services**  
**from Oklahoma ABLÉ Tech**  
**July 1, 2014 to June 30, 2015**

**ALTERNATIVE FINANCING PROGRAM & ACCESS TO TELEWORK FUND**

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

**6. Total loan fund capacity as of June 30, 2015**

Total dollars available for closing new guaranteed loans is **\$1,270,366.17**

**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, 2015, of guaranteed loans for which the loan program could incur losses.**

- A. Total number of outstanding loans: **71**
- B. Total dollar amount of principal still outstanding: **\$327,194.75**

**9. Losses this past year as from July 1, 2014 to June 30, 2015**

- A. Total dollar amount of net losses (money lost on direct loans and guarantee payouts minus recoveries from collateral). **\$21,324.05**
- B. Number of loans defaulted as of June 30, 2015: **7**

**10. Outstanding loans, for which the principal was not paid in full, as of June 30, 2015, of non-guaranteed loans for which the loan program could not incur losses.**

- A. Total number of outstanding loans: **78**
- B. Total dollar amount of principal still outstanding: **\$216,776.34**

**LOAN INFORMATION**

**11. Number of Applications received:**

Number of applications received & processed to decision	Metro	Non-Metro	Total
Number of applications approved - loan made	<b>38</b>	<b>18</b>	<b>56</b>
Number of applications approved - loan not made	<b>0</b>	<b>1</b>	<b>1</b>
Number of applications rejected	<b>4</b>	<b>1</b>	<b>5</b>
Number of applications received & processed to decision	<b>43</b>	<b>20</b>	<b>63</b>

**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
	<b>2</b>	<b>13</b>	<b>7</b>	<b>14</b>	<b>4</b>	<b>16</b>
Percentage of Loans	<b>4%</b>	<b>23%</b>	<b>13%</b>	<b>25%</b>	<b>7%</b>	<b>28%</b>

**13. Average gross income of all borrowers: \$63,008.96**

**14. Loans closed from July 1, 2014 to June 30, 2015**

	Number	Total Dollar Amount
Preferred Interest Rate Buy-Down Loans	34	\$164,649.62
Preferred Guaranteed & Buy-Down Loans	22	\$203,354.92
<b>Total all loans</b>	<b>56</b>	<b>\$368,004.54</b>

**15. Type of AT purchased from July 1, 2014 to June 30, 2015**

Type of AT	Number	Amount
Hearing	38	\$160,524.94
Mobility, seating, and positioning	2	\$8,607.40
Vehicle modifications and transportation	16	\$198,872.00
Speech Communication		
<b>Total</b>	<b>56</b>	<b>\$368,004.54</b>

**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	2	1	37	40
AT was only available through the statewide AT program	-	-	4	4
AT was available through other programs, but the system was too complex or wait time was too long	-	-	1	1
Subtotal	2	1	42	45
None of the above			3	3
Nonrespondent			8	8
<b>Total</b>	<b>2</b>	<b>1</b>	<b>53</b>	<b>56</b>
Performance Outcome	<b>4%</b>	<b>2%</b>	<b>96%</b>	<b>100%</b>

**PORTFOLIO PERFORMANCE – ACCESS TO TELEWORK FUND - ATF**

**17. Outstanding loans, for which the principal was not paid in full, as of June 30, 2015, of guaranteed loans for which the loan program could incur losses.**

- A. Total number of outstanding loans: **21**
- B. Total dollar amount of principal still outstanding: **\$51,407.68**

**18. Losses this past year as from July 1, 2014 to June 30, 2015**

- A. Total dollar amount of net losses (money lost on direct loans and guarantee payouts minus recoveries from collateral). **\$3,211.75**

B. Number of loans defaulted as of June 30, 2015: 1

**LOAN INFORMATION**

**19. Number of Applications received:**

Number of applications received & processed to decision	Metro	Non-Metro	Total
Number of applications approved - loan made	5	2	7
Number of applications approved - loan not made	0	0	0
Number of applications rejected	0	0	0
Number of applications received & processed to decision	<b>5</b>	<b>2</b>	<b>7</b>

**20. 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
	0	1	2	1	1	2
Percentage of Loans	0	14%	29%	14%	14%	29%

**21. Average gross income of all borrowers: \$45,578.40**

**22. Loans closed from July 1, 2014 to June 30, 2015**

	Number	Total Dollar Amount
Preferred Guaranteed Buy-Down Loans	2	\$10,805.80
Preferred Guaranteed & Buy-Down Loans	5	\$23,640.29
Total all loans	<b>7</b>	<b>\$34,446.09</b>

**23. Type of AT purchased from July 1, 2014 to June 30, 2015**

Type of AT	Number	Amount
Communication Equipment	7	\$34,446.09
Daily Living		
Total	7	\$34,446.09

**24. Direct Loan program\*:** Oklahoma ABLE Tech, along with its partner the Oklahoma Assistive Technology Foundation (OkAT), is proud to introduce a new low interest *Direct Loan* option for consumers to purchase assistive technology and equipment. The Direct Loan option allows individuals with disabilities to borrow money to purchase assistive technology and specialized devices that are \$1,500 or less, at a 5% fixed interest rate with a \$15 closing fee. The low monthly payment (usually for one year) allows a qualified borrower to pay off the loan, build their credit and own the assistive technology. This was designed for consideration of AT such as, iPad for AT, listening devices, vision equipment, vehicle modifications such as hand controls, portable ramps, software, durable medical equipment supplies or copays, daily living aids.

## **Information Communication Technology Accessibility Initiatives Oklahoma Electronic and Information Technology Accessibility Law and Standards**

Oklahoma ABLE Tech develops training opportunities and provides direct technical assistance to State Agencies, CareerTech Centers, and Higher Education institutions concerning the requirements of electronic and information technology accessibility (EITA). Oklahoma's EITA law and standards are based on Section 508 of the Rehabilitation Act Amendments of 1998. Oklahoma legislation authorizes ABLE Tech to coordinate with the Office of Management and Enterprise Services to provide technical assistance to agencies concerning these requirements. Individuals from both state agencies and higher education participated in specific information technology accessibility events provided by Oklahoma ABLE Tech.

- 36 events
- 938 individuals participated in events where the objective included improved information and communication technology accessibility

## **Oklahoma's Workforce System Partnership and Accessibility Training: Workforce Development, Recruitment and Retention.**

Oklahoma ABLE Tech partners with the Oklahoma Department of Rehabilitation Services (DRS) to provide training and technical assistance for Oklahoma's Workforce System. ABLE Tech supports DRS in their important role with the "Oklahoma Works" Governor's Council for Workforce and Economic Development. The Governor's Council works to develop creative solutions that expand and improve Oklahoma's workforce, providing better jobs for workers and a skilled workforce for business and industry. ABLE Tech's goal is to create an accessible and supportive Workforce System that will provide access to employment for everyone, ultimately increasing household wealth.

The partnership between DRS and ABLE Tech seeks to narrow some of the gaps in the state between individuals with disabilities and individuals without disabilities. Oklahoma has gaps to fill when it comes to employment of individuals with disabilities. The Oklahoma Workforce System has a great opportunity to help to close those gaps.

This initiative is a process to achieve alignment of education and training programs for the purpose of building a talent pipeline of appropriately skilled and credentialed Oklahomans to meet the talent demands of Oklahoma employers. The alignment will serve to create, build, and certify a comprehensive workforce development system within each region.

ABLE Tech worked with the OK Department of Rehabilitation Services to develop “Access for All” training academies which were offered throughout Oklahoma. The Workforce “Access for All” academies provided participants with training on the Americans with Disabilities Act, accessible sites and services, information and communication technology accessibility, and assistive technology.

## **Web Accessibility Higher Education Institution Project (WAHEP) and Higher Education Related Activities**

ABLE Tech continued training and technical assistance with the WAHEP teams this fourth year of the five year plan. The WAHEP teams grew to include 29 institutions and approximately 125 team members. ABLE Tech’s project goal is to work with higher education institutions to position each one to have a viable accessibility policy and implementation plan by the end of the five year WAHEP initiative. ABLE Tech’s goal is to make accessibility part of each institution, going so far as to see accessibility become built into relevant curricula. ABLE Tech’s Program Director, Program Manager, and Accessibility Coordinator continue technical assistance and training for the higher education institution teams including college campus site visits to meet with accessibility committees to assist with policy and implementation plan development. We are working through the WAHEP framework to provide training and resources that are specific to higher education institutions across the state. ABLE Tech is in discussion with the Oklahoma Regents for Higher Education regarding the development of a single policy for the OSU/A&M System. WAHEP teams received a website evaluation Summer/Fall 2014.

WAHEP teams participated in a fun and creative contest to fix web accessibility errors in a short timeframe. This contest proved to be very motivational to some teams, and the quick turnaround time resulted in fast fixes. The winning team received an award, a letter of recognition to the team’s supervisor and institution president, and recognition at the Information Professionals for Oklahoma annual conference in April.

## **Oklahoma ABLE Tech and the Office of Management and Enterprise Services (OMES)**

ABLE Tech met with various OMES staff to address multiple action items related to ICT accessibility:

- ABLE Tech will be listed as a service offering in the statewide service catalog or OpenRange.gov as a provider of accessibility training, policy development, and consultation
- Discussed additional opportunities for OMES and ABLE Tech to work together to provide oversight and support for state agencies related to technology accessibility
- Met with OMES management to address oversight of Oklahoma's Electronic and Information Technology Accessibility law
- The State of Oklahoma Electronic and Information Technology Accessibility (EITA) Advisory Council met several times. The council is legislatively appointed through July 2020 (legislation HB 3194) but plans to push forward more quickly to define oversight roles in the state.

### **Information Professionals for Oklahoma**

- Two ABLE Tech staff members are IPro members, a professional organization that meets monthly. Program Manager, Brenda Dawes has served as an officer and board member for the past five years and Rob Carr, Accessibility Coordinator, is an active member serving on multiple committees. ABLE Tech's state involvement for the past 13 years has ensured that accessibility remains one of the common threads among members. ABLE Tech presents IT accessibility topics to IPro members multiple times a year and at the annual conference.

### **Web Accessibility Tips and Newsletters**

- ABLE Tech continued to send out an information and communications technology accessibility e-newsletter every other month. The newsletter highlights technology accessibility-related content and tips, legislation and standards updates, and national news in the field of accessibility.

### **Emergency Preparedness: FEMA Region VI Emergency Management and AT Reuse**

- To define the role of reusable AT (including, but not limited to, durable medical equipment) in disaster planning, response, recovery and mitigation for people with functional needs.
- To improve individual and agency emergency planning that addresses access to assistive technology devices and services.

- To identify the infrastructure needed to develop and implement a rapid response system for delivering assistive technology devices and services to meet the needs of people with functional needs affected by disaster.
- For each participating state in Region VI: To develop a sustainable network for addressing the AT needs of people in disaster preparedness, response, recovery and mitigation, and to develop achievable action steps for participants and other key entities to meet these goals.
- Oklahoma ABLE Tech's delegation included the following participating agencies/organizations: OK Department of Health, OK Department of Rehabilitation Services, OK Department of Emergency Management, Oklahoma City Emergency Management, Red Cross, Oklahoma Disability Law Center, Oklahoma Office of Disability Concerns, Oklahoma Statewide Independent Living Council, Oklahoma Health Care Authority.
- ABLE Tech created an AT flow chart that will provide an Emergency AT Needs Coordination and Provision Process to be shared statewide. ABLE Tech will continue to meet with key stakeholders to accomplish this task. The AT flow chart was disseminated to Oklahoma county emergency managers statewide. This effort will allow Oklahoma to respond in a timely and efficient manner during disasters providing enhanced delivery of assistive technologies for people with disabilities who during times of crisis have lost the very equipment they depend on for daily independence.
- A DME manual and an Emergency Preparedness Checklist is posted on Oklahoma ABLE Tech's ADA Services webpage at <http://www.ok.gov/abletech/ADA/>

## **AT Reuse and Reutilization Report**

- The Association of Assistive Technology Act programs (ATAP) and the Council of State Administrators of Vocational Rehabilitation (CSAVR) developed an AT reutilization proposal regarding ways the programs might more closely work together to increase the likelihood of successful employment through the use of assistive technology devices and services.
- CSAVR and ATAP could be valuable for pursuing Assistive technology (AT) reutilization. ABLE Tech continues to work with CSAVR and RSA on this step.
- ABLE Tech and the Oklahoma Department of Rehabilitation Services have discussed working collaboratively to reuse DME/AT for both VR and VS Divisions. Oklahoma ABLE Tech believes there is strong merit in partnering with OKDRS to promote AT device reutilization concepts. Reutilization saves money and appropriately reuses equipment creating a win/win for all.
- ABLE Tech at Oklahoma State University held a Durable Medical Equipment Drive on Saturday, April 4. The event was marketed throughout Stillwater, OK

and the surrounding communities. Oklahoma citizens, unable to afford needed durable medical equipment, will benefit greatly from receiving this refurbished equipment. 50 pieces of equipment were collected that can be refurbished and reused for a cost savings of \$22,171.04 to Oklahomans.

- Currently, a total of 2233 DME items have been donated to the Oklahoma Durable Medical Equipment Reuse Program valued at \$1,222,227 and a total of 2175 DME items have been reassigned to Oklahoma citizens values at \$1,116,415.
- OKDMERP collaborated with FEMA to provide needed DME to storm-related victims during the recent tornadoes and floods which occurred in Oklahoma. Additionally, OKDMERP worked with Oklahoma's state equipment cache to provide needed DME utilizing the newly developed AT Flow Chart system for Emergency Preparedness.

## **Oklahoma State Department of Education**

- ABLE Tech staff meets quarterly with the State Department of Education. The Accessible Educational Materials and Assistive Technology committee meets to discuss IDEA Part B, accessibility awareness, procurement and development of accessible products and services, accessible educational materials, assistive technology consideration and assessment, and AT support within the SoonerStart program (Part C of the IDEA, ages 0-3). The committee discussed the collaboration of the National AEM Center and SETDA to improve the development and purchase of accessible educational materials and learning management systems for K-12 schools. ABLE Tech will continue to work with the OSDE instructional development and textbook staff to carry this national initiative forward in Oklahoma.

## **Accessibility Training Events and Presentation List: Between July 2014 and June 30, 2015**

8/22/2014	Web Accessibility in Oklahoma Department of Human Services
9/25/2014	Opening Doors: An Introduction to Technology Accessibility
9/25/2014	Basics of Web Multimedia Accessibility
9/26/2014	Opening Doors: An Introduction to Technology Accessibility
10/8/2014	Accessibility in Microsoft Word 2010
10/14/2014	Accessibility in Adobe Acrobat Professional XI
10/16/2014	Access for All Day 1: Accessibility, Statute
10/17/2014	Access for All Day 2: Accessibility in Technology

10/30/2014 Technology Accessibility in Procurement

11/20/2014 It's True, but Is It Effective? Analyzing Common Business Justifications for IT Accessibility

12/10/2014 Mid-Project Website Evaluations: A Look at Trends and Common Barriers

1/14/2015 Opening Doors: An Introduction to Technology Accessibility

2/3/2015 Accessibility Issues and Solutions for Scripting, Interactions, and ARIA

2/23/2015 Access for All Regional Academy

2/26/2015 Access for All Regional Academy

3/9/2015 Access for All Regional Academy

3/13/2015 Access for All Regional Academy

4/9/2015 The Web Accessibility in Higher Education Project in Oklahoma

4/13/2015 Opening Doors: Intro to ICT Accessibility

4/13/2015 Opening Doors: Intro to ICT Accessibility

4/14/2015 10 Common ICT Accessibility Barriers

4/14/2015 Testing Websites for Accessibility, on the Cheap

4/14/2015 Web Accessibility in Higher Education Project Accessibility Games

4/16/2015 Access for All Regional Academy

4/17/2015 The Web Accessibility in Higher Education Project in Oklahoma

4/21/2015 Technology Accessibility in Procurement

4/23/2015 Access for All Regional Academy

4/30/2015 Access for All Initiative

5/8/2015 Access for All Regional Academy

5/18/2015 Access for All Regional Academy

5/19/2015 Update on the Section 508 Refresh

5/26/2015 Access for All Regional Academy

6/3/2015 Access for All Regional Academy

6/4/2015 Accessibility in PDF Forms

6/12/2015 Access for All Regional Academy

6/15/2015 Access for All Regional Academy

**Submitted by: Linda Jaco, Director**

**Oklahoma ABLE Tech, Oklahoma State University**

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<http://okabletech.okstate.edu>

# Commission

# Minutes

**State of Oklahoma**  
**Commission for Rehabilitation Services**  
Department of Rehabilitation Services  
3535 NW 58<sup>th</sup> Street, Suite 200  
Oklahoma City, OK 73112  
Regular Meeting Minutes  
April 11, 2016

**PRESENT**

Lynda Collins, Commission Chair  
Steve Shelton, Commission Vice-Chair  
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. All Commissioners were present.

**STATEMENT OF COMPLIANCE**

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

**PUBLIC COMMENTS**

Commissioner Collins explained to the audience the Commission has been instructed, by the Attorney General's Office, public comments can be made, but unless it is specific to an agenda item, the Commissioners cannot respond. There is a five minute time limit on comments. If a comment is correlated to an agenda item, response is at the discretion of the Commissioners.

Five individuals signed in to speak. The individuals were recognized by Commissioner Collins to address the Commission.

**REPORTS**

**INTERIM DIRECTOR REPORT**

Commissioner Collins recognized Noel Tyler, Interim Director who gave her report.

**FINANCIAL STATUS REPORT**

Commissioner Collins recognized Kevin Statham, Chief Financial Officer, who gave the Financial Status Report as of February 29, 2016.

**PERSONNEL ACTIVITY**

Commissioner Collins recognized Goli Dunkle, Management Services Administrator, who gave the personnel activity report as of March 25, 2016.

## **THE OKLAHOMA REHABILITATION COUNCIL REPORT**

Commissioner Collins recognized Rene Sansom, Program Manager, who gave her report on activities January through March, 2016.

## **OKLAHOMA SCHOOL FOR THE BLIND QUARTERLY REPORT**

Commissioner Collins recognized Larry Hawkins, Interim Superintendent, who gave his report on school and student activities for the first quarter of 2016.

## **LEGISLATIVE**

Commissioner Collins recognized Kevin Nelson, DRS Legislative Liaison, who gave his report and reiterated the State's budget is still very bad.

## **ACTION ITEMS**

**Review and discussion with possible vote to approve the March 14, 2016 Commission for Rehabilitation Services Regular Meeting Minutes.**

***Motion was made to approve the minutes. All Commissioners were present and voted in the affirmative. Motion passed.***

### **Oklahoma School for the Deaf**

Commissioner Collins recognized KaAnn Varner, Superintendent. The March, 2016 donation report was given.

***Motion was made to approve the March, 2016 donations. All Commissioners were present and voted in the affirmative. Motion passed.***

## **OKLAHOMA SCHOOL FOR THE BLIND**

Commissioner Collins recognized Larry Hawkins, Interim Superintendent. The January and March, 2016 donation reports were given.

***Motion was made to approve the January and March, 2016 donations. All Commissioners were present and voted in the affirmative. Motion passed.***

## **Announcements**

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

Monday, May 9, 2016 at 10:30 am  
Department of Rehabilitation Services  
3535 NW 58<sup>th</sup> Street, Suite 200  
Oklahoma City, Oklahoma 73112

## **Adjournment**

Meeting was declared adjourned by Commission Chair Collins, at 11:18 am.

**OSD**

**Report**

April 2016 Donations for OSD

Date	Name	Cash	Fund	Property	Value
4/6	John & Audrey Rider	\$200.00			\$200.00
		<u>\$200.00</u>		Subtotal of Value	<u>\$200.00</u>

Donations \$500 and Over		Cash	Fund	Property	Value
Date	Name				
		<u>                    </u>		Subtotal of Value	<u>                    </u>
		<u>\$200.00</u>		<b>Total of Value</b>	<u><b>\$200.00</b></u>

(Cash and Property)

**OSD**

**Fund 235 FY 2017**

**Project Proposals**

**FY2017  
FUND 235 - PROJECT #1**

**Telecommunications Equipment Program**

Is this a new, one time project, or a continuing project? Continuing

Administrative Unit: OKLAHOMA SCHOOL FOR THE DEAF  
Address: 1100 EAST OKLAHOMA AVENUE  
SULPHUR, OKLAHOMA 73086  
Phone: (580) 622-4900  
Fax: (580) 622-4959  
Contact Person (s): KaAnn Varner, Superintendent

Which Targeted group(s) will benefit from this project?  
X Deaf X Hard of Hearing X Deaf/Blind X Severely Speech Impaired

Approximately how many members of the targeted group(s) will benefit or be served in some manner by this project?  
125 Deaf 225 Hard of Hearing 10 Deaf/Blind 20 Severely Speech Impaired

**AMOUNT OF FUNDS REQUESTED:** \$ 100,000.00

**Project Narrative:** This ongoing program provides telecommunications and assistive devices to individuals who are Deaf, hard of Hearing, Deaf/Blind and Severely Speech Impaired. Any citizen regardless of age, with a verified disability in one of the four targeted groups is eligible for equipment. A needs test is applied against family income, with consideration of family size. If the family income exceeds 200% of food stamp eligibility income, the individual makes a co-payment according to a sliding scale.

The Telecommunication Equipment Program supplies a variety of telephone devices (TTY's, amplified telephones, in-line phone amplifiers, voice carryover telephones, hearing carryover phones, and captel phones) and home alerting devices (flashing/vibrating signalers for door knock/doorbells, for telephones, for baby cry alerts, for alarm clocks, for smoke alarms and for severe weather radios).

**FY2017  
FUND 235 - PROJECT #2**

**Senior Citizens Hearing Aid Program**

Is this a new, one time project, or a continuing project? Continuing

Administrative Unit: OKLAHOMA SCHOOL FOR THE DEAF  
Address: 1100 EAST OKLAHOMA AVENUE  
SULPHUR, OKLAHOMA 73086  
Phone: (580) 622-4900  
Fax: (580) 622-4959  
Contact Person (s): KaAnn Varner, Superintendent

Which Targeted group(s) will benefit from this project?  
X Deaf X Hard of Hearing X Deaf/Blind        Severely Speech Impaired

Approximately how many members of the targeted group(s) will benefit or be served in some manner by this project?  
  10   Deaf  130  Hard of Hearing   10   Deaf/Blind        Severely Speech Impaired

**AMOUNT OF FUNDS REQUESTED:**           \$ 100,000.00          

**Project Narrative:** This ongoing program serves senior citizens (60 years or older) who have hearing loss. The program provides for an audiological evaluation and the purchase of one hearing aid per client if the hearing loss is 35 decibels or greater in the better ear. The same financial needs test used by the Telecommunications Equipment Program is applied. Deaf-Blind clients are fitted with two hearing aids if they provide the appropriate documentation from their eye specialist stating that they are legally blind and that they meet the financial requirements of the 235 program.

**FY2017  
FUND 235 – PROJECT #3**

**Administrative Costs**

Is this a new, one time project, or a continuing project? Continuing

Administrative Unit: OKLAHOMA SCHOOL FOR THE DEAF  
 Address: 1100 EAST OKLAHOMA AVENUE  
SULPHUR, OKLAHOMA 73086  
 Phone: (580) 622-4900  
 Fax: (580) 622-4959  
 Contact Person (s): KaAnn Varner, Superintendent

Which Targeted group(s) will benefit from this project?  
 Deaf    Hard of Hearing    Deaf/Blind    Severely Speech Impaired

Approximately how many members of the targeted group(s) will benefit or be served in some manner by this project?  
260 Deaf   880 Hard of Hearing   56 Deaf/Blind   15 Severely Speech Impaired

**AMOUNT OF FUNDS REQUESTED:** \$150,000.00

<b>SALARY: Benefits and Payroll for 2 FTE</b>		<b>101,000</b>
Specialist on Deafness	54,000.00	
Admin Assistant	47,000.00	
Travel		10,000
Postage/Freight		20,000
Postage Meter Lease		800
Telephone/Fax		10,000
Copier Lease		2,000
Data Processing Equipment/Office Supplies		6,200

**Project Narrative:** Requested funds provide salaries/benefits of two full-time employees and costs to manage the “235 Funded” projects. This proposed budget is based on the actual costs of existing FTE, leases and projected operating costs.

**FY2017  
FUND 235 - PROJECT #4**

**Children's Hearing Aid Program**

Is this a new, one time project, or a continuing project?

Continuing

Administrative Unit: OKLAHOMA SCHOOL FOR THE DEAF  
Address: 1100 EAST OKLAHOMA AVENUE  
SULPHUR, OKLAHOMA 73086  
Phone: (580) 622-4900  
Fax: (580) 622-4959  
Contact Person (s): KaAnn Varner, Superintendent

Which Targeted group(s) will benefit from this project?

Deaf    Hard of Hearing    Deaf/Blind    Severely Speech Impaired

Approximately how many members of the targeted group(s) will benefit or be served in some manner by this project?

10 Deaf   30 Hard of Hearing   6 Deaf/Blind    Severely Speech Impaired

**AMOUNT OF FUNDS REQUESTED:**   \$50,000.00

**Project Narrative:** This amount will be used to purchase ear molds, hearing aids, and cochlear implant accessories for students. The project will assist in paying the contract audiologist at OSD who serves students at OSD and students from public schools across the state of Oklahoma.

**235 FUND**  
**OKLAHOMA SCHOOL FOR THE DEAF**  
**FY-2017 PROJECT PROPOSALS**

<b>Project Number</b>	<b>PROJECT DESCRIPTION</b>	<b>PROJECT BUDGET</b>
1	Telecommunications Equipment Program	\$ 100,000.00
2	Senior Citizens Hearing Aid Program	\$ 100,000.00
3	Administrative Costs	\$ 150,000.00
4	Children's Hearing Aid Program	\$ 50,000.00
		\$ 400,000.00

4/28/2016

# OSB

# Report

## OSB Donation Report April 2016 Donations

Date	Name	Cash	Fund	Property	Value
<b>Donations under \$500</b>					
4.11.16	NewView Oklahoma	\$400.00	701 / Rec/Education	\$128.20	\$128.20
4.11.16	Collision Center of Muskogee	\$150.00	701 / Rec/Education		
4.11.16	Frank Dirksen	\$200.00	701 / Rec./Needy		
4.14.16	Jerod Gleason	\$100.00	701/Rec/Education		
4.25.16	Fort Gibson Chiropractic				
<b>Subtotal of Cash (under \$500) donated April 2016</b>		<b>\$850.00</b>		<b>Subtotal of Value</b>	<b>\$128.20</b>
<b>Donations \$500 and over</b>					
4.21.16	AERBVI Oklahoma Chapter	\$500.00	701 / Rec./Education		
4.26.16	HAC, Inc.	\$579.67	701 / Library		
<b>Subtotal of Cash (\$500 and over) donated In April 2016</b>		<b>\$1,079.67</b>		<b>Subtotal of Value</b>	<b>\$0</b>
<b>Total Donation Amts.-Cash and Property April 2016</b>		<b>\$2,057.87</b>			