

**Oklahoma Department of Rehabilitation Services**  
**EXECUTIVE DIRECTOR'S REPORT**  
**June 8, 2020**

**Executive**

Director and Stephanie Roe participated in a meeting with WIOA core partners to discuss re-opening of American Job Centers.

Director and Executive Team continue developing a return to worksite preparedness plan. This will be a phase-in approach to continue managing workforce and performance responsibilities.

Director, Kevin Statham and Stephanie Roe worked with SILC Executive Director, Chair, and CIL Director on the State Plan for Independent Living (SPIL). Further, Director and Stephanie Roe attended teleconference meetings regarding training on the SPIL along with SILC members and CIL directors.

Director, Tonya Garman, Randy Weaver, and Stephanie Roe attended the teleconference meeting regarding the Stakeholder Advisory Group meeting for the Oklahoma Public Transit Policy Plan.

Director participated in a special meeting of the Council of Administrators State Vocational Rehabilitation (CSAVR).

Director and staff participated in the quarterly meeting of the Oklahoma Rehabilitation Council (ORC).

Director gathered a group known as the Accessibility Resources Team (ART) to brainstorm possible ways to influence other state agencies to improve their use of accommodations statewide. There have been several issues come up recently that need to be addressed, while also maintaining positive relationships. The team is looking at the top five accessibility issues that are seen most often, and resources that can be used as solutions for the top five issues. The DRS Access for All Team has been asked for their expertise in this matter. The members of the ART are Tonya Garman – Team Lead, Jonathon Cook, Nancy Hurst, Mark Ferguson, and Jody Harlan.

June 2 – Celebrate VR 100<sup>th</sup> Anniversary. Celebrations were held virtually in honor of this special day.

Director and staff participated in the VR/SBVI performance team meeting.

Director attended a meeting on the Developmental Disability Services waiting list.

Director participated in the monthly Cabinet meeting.

## **Process Improvement – Lyuda Polyun**

### **Federal Reporting**

RSA911 PY19 Q3 was submitted before the May 15<sup>th</sup> deadline.

### **AWARE**

The AWARE team continues to work to prepare to switch to a new document management system. Currently we are developing a strategy for mapping and moving existing documents stored in the current document library to an AWARE data base. We will have our first high level project discussion with the Alliance project manager this week.

We continue to work with the Training unit on new content for training AWARE users, including the effort to put more training for AWARE users in accessible on-line formats. In support of that initiative we are assisting the Policy Committee with policy/standard suggestions to insure that key data elements captured in AWARE, reported to RSA, meet compliance standards.

The AWARE team has been in discussions regarding the use of e-signature. The new document management feature in AWARE and future versions of AWARE will enable us to move more rapidly to the use of e-signature and that will take a lot of work off of field staff and make us more efficient as an organization.

### **Program Standards, Statistical Research**

The research team are working on the staff Covid-19 telework survey, a telework survey for the teachers at OSB and OSD, and a literature review focusing on the effect of economic recessions on the employment of individuals with disabilities. The staff also assisted the transition team with a parent survey for the summer virtual STEM camps.

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