



Commission for Rehabilitation Services

Commissioners Emily Cheng, Wes Hilliard and Jace Wolfe

Regular Meeting

June 8, 2020

Conducted by Video-Conferencing

Empower Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services**

Conducted by Video-Conferencing
June 8, 2020

<https://zoom.us/j/99732024076>

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Monday, June 8, 2020 - 10:30am

Jace Wolfe, Commission Chair
Wes Hilliard, Commission Vice-chair
Emily Cheng, Commission Member

- | | | |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1. | Call to Order and Roll Call | Jace Wolfe, Chair |
| 2. | Statement of Compliance with Open Meeting Act | Commission Assistant |
| 3 | Public Comments. (Under Oklahoma Open Meeting Laws, the Oklahoma Commission for Rehabilitation Services cannot respond to or discuss any public comment not on today's agenda.) | Public Audience |

REPORTS

PAGE #

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|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|----|
| 4. | Executive Director's report with possible Commission discussion. The report includes Executive Director's participation in meetings; Accessibility Resources Team; VR 100 th Celebration; and updates on federal reporting, AWARE, and telework survey. | Melinda Fruendt,
Executive Director | 2 |
| 5. | Priority Group Updates with possible Commission discussion. Report includes current status of all Priority Groups I, II and III. | Tracy Brigham, Director
Services for the Blind and
Physically Handicapped | |
| 6. | Financial Status FY 20 report as of April 30, 2020 with possible Commission discussion. | Kevin Statham,
Chief Financial Officer | 5 |
| 7. | Personnel Activity report with possible Commission discussion, as May 31, 2020. The activity report has current FTE status. | Tom Patt, Director
Human Resources | 13 |
| 8. | Legislature report with possible Commission discussion. This report includes a Watch List of bills. | Kevin Nelson,
Legislative Liaison | 18 |

9.	Oklahoma Rehabilitation Council report with possible Commission discussion. The report includes meetings, and committees attended; and updates by the Program Manager.	Carolina Colclasure, Program Manager	21
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ACTION ITEMS

10.	Review and discussion with possible vote for approval of the May 11, 2020 Commission for Rehabilitation Services regular meeting minutes.	Jace Wolfe, Chair	25
11.	Review and discussion with possible vote for approval of FY2021 Expenditure Limits and FTE Budgetary Limit.	Kevin Statham, Chief Financial Officer	29
12.	Review and discussion with possible vote for the approval of FY2022 – FY2029 Capital Request.	Kevin Statham, Chief Financial Officer	31
13.	Review and discussion with possible vote for approval of the June, 2020 donations to the Oklahoma Library for the Blind and Physically Handicapped.	Kevin Treese, Program Manager	40
14.	Review and discussion with possible vote for approval of the June, 2020 donations to the Oklahoma School for the Blind.	Rita Echelle, Superintendent	42
15.	Review and discussion with possible vote for approval of the June, 2020 donations to the Oklahoma School for the Deaf.	Chris Dvorak, Superintendent	44
16.	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)	Jace Wolfe, Chair	
17.	Announcements Date and location of next regular meeting of the Oklahoma Commission for Rehabilitation Services: Monday, July 13, 2020 at 10:30 am. 3535 NW 58 th Street Suite 200 Oklahoma City, OK 73112 Or video-conferencing if unable to meet. Notification will be sent out ASAP	Jace Wolfe, Chair	
18.	Adjournment	Jace Wolfe, Chair	

DIRECTOR'S REPORT

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 100th 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 15th 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***

FINANCIAL STATUS REPORT

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
Agency Summary						
	% of Total		%			
	Budget	Budget	Expenditures	Expended	Encumbrances	% Used
Personnel	79,826,360.00	43.9%	58,196,436.33	72.9%	20,884,727.11	99.1%
Travel	1,154,966.00	0.6%	765,812.33	66.3%	53,747.09	71.0%
General Operating	51,626,863.00	28.4%	12,854,710.00	24.9%	11,387,537.66	47.0%
Office Furniture & Equipment	1,831,673.00	1.0%	956,897.69	52.2%	221,610.17	64.3%
Client / General Assistance	38,687,109.00	21.3%	26,118,853.51	67.5%	11,866,078.52	98.2%
Indirect Cost	8,849,550.00	4.9%	6,726,769.27	76.0%	2,122,780.73	100.0%
Total	181,976,521.00	100.0%	105,619,479.13	58.0%	46,536,481.28	83.6%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
Vocational Rehabilitation and Services for the Blind and Visually Impaired						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	26,049,157.00	27.3%	18,051,925.92	69.3%	7,868,217.42	99.5%
Travel	812,000.00	0.9%	572,479.14	70.5%	1,245.00	70.7%
General Operating	34,641,648.00	36.3%	5,147,453.34	14.9%	3,156,988.52	24.0%
Office Furniture & Equipment	1,270,683.00	1.3%	700,772.95	55.1%	101,544.72	63.1%
Client / General Assistance	28,942,404.00	30.3%	19,547,860.23	67.5%	9,044,980.32	98.8%
Indirect Cost	3,691,039.00	3.9%	2,683,248.82	72.7%	1,007,790.18	100.0%
Total	95,406,931.00	100.0%	46,703,740.40	49.0%	21,180,766.16	71.2%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	23,333,105.00	35.6%	16,089,749.02	69.0%	7,144,537.06	99.6%
Travel	784,000.00	1.2%	549,259.54	70.1%	1,245.00	70.2%
General Operating	8,849,216.00	13.5%	4,773,863.70	53.9%	2,893,110.49	86.6%
Office Furniture & Equipment	1,015,000.00	1.6%	600,682.55	59.2%	83,868.43	67.4%
Client / General Assistance	28,086,559.00	42.9%	19,205,276.80	68.4%	8,600,805.35	99.0%
Indirect Cost	3,401,148.00	5.2%	2,474,843.94	72.8%	926,304.06	100.0%
Total	65,469,028.00	100.0%	43,693,675.55	66.7%	19,649,870.39	96.8%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,394,012.00	74.1%	4,781,736.94	74.8%	1,607,637.48	99.9%
Travel	71,066.00	0.8%	56,220.32	79.1%	0.00	79.1%
General Operating	1,211,320.00	14.0%	652,648.25	53.9%	413,828.20	88.0%
Office Furniture & Equipment	212,000.00	2.5%	81,672.96	38.5%	5,800.00	41.3%
Client / General Assistance	73,934.00	0.9%	37,765.99	51.1%	0.00	51.1%
Indirect Cost	661,431.00	7.7%	493,016.01	74.5%	168,414.99	100.0%
Total	8,623,763.00	100.0%	6,103,060.47	70.8%	2,195,680.67	96.2%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,692,643.00	51.9%	5,671,188.50	73.7%	1,814,900.38	97.3%
Travel	64,900.00	0.4%	39,058.14	60.2%	138.82	60.4%
General Operating	5,222,872.00	35.2%	1,695,243.41	32.5%	2,881,995.96	87.6%
Office Furniture & Equipment	192,990.00	1.3%	125,067.29	64.8%	96,969.00	115.1%
Client / General Assistance	856,771.00	5.8%	323,521.13	37.8%	216,804.36	63.1%
Indirect Cost	795,137.00	5.4%	605,514.14	76.2%	189,622.86	100.0%
Total	14,825,313.00	100.0%	8,459,592.61	57.1%	5,200,431.38	92.1%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
Disability Determination Services						
	% of Total		%			
	Budget	Budget	Expenditures	Expended	Encumbrances	% Used
Personnel	32,683,858.00	63.7%	24,406,246.34	74.7%	7,907,076.00	98.9%
Travel	143,000.00	0.3%	49,230.86	34.4%	48,114.27	68.1%
General Operating	5,873,142.00	11.4%	3,183,305.87	54.2%	2,508,963.79	96.9%
Office Furniture & Equipment	91,000.00	0.2%	24,027.98	26.4%	15,284.00	43.2%
Client / General Assistance	8,814,000.00	17.2%	6,209,706.16	70.5%	2,604,293.84	100.0%
Indirect Cost	3,695,000.00	7.2%	2,940,637.61	79.6%	754,362.39	100.0%
Total	51,300,000.00	100.0%	36,813,154.82	71.8%	13,838,094.29	98.7%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

All Programs						
DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,006,690.00	59.3%	5,285,338.63	75.4%	1,686,895.83	99.5%
Travel	64,000.00	0.5%	48,823.87	76.3%	4,249.00	82.9%
General Operating	4,677,881.00	39.6%	2,176,059.13	46.5%	2,425,761.19	98.4%
Office Furniture & Equipment	65,000.00	0.5%	25,356.51	39.0%	2,012.45	42.1%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	6,943.00	0.1%	4,352.68	62.7%	2,590.32	100.0%
Total	11,820,514.00	100.0%	7,539,930.82	63.8%	4,121,508.79	98.7%

Department of Rehabilitation Services

Financial Status Report FY 20

As of April 30, 2020

Personnel
Salary Expense
Insurance Premium -Health-Life, etc
FICA-Retirement Contributions
Travel
Travel - Agency Direct
Travel - Reimbursements
General Operating
AFP Encumbrances
Bond Indebtness and Expenses
Buildings-Purchase, Construction and Renovation
General Operating
Inter/Intr Agency Payment for Personal Services
Maintenance & Repair
Miscellaneous Administration Fee
Professional Services
Production, Safety, Security
Refunds, Indemnities, Restitution
Rent Expense
Scholarships, Tuition and Other Incentive-Type Payments
Shop Expense
Specialized Supplies & Materials
Office Furniture & Equipment
Library Equipment & Resources
Office Furniture & Equipment
Client / General Assistance
Social Service and Assistance Payments
Indirect Cost

PERSONNEL ACTIVITY REPORT

PERSONNEL ACTIVITY REPORT AS OF MAY 31, 2020

FILLED AND VACANT POSITIONS

Personnel Activity = 3 vacant positions filled / 22 positions in Announcement or Selection Process – Some positions paused due to COVID19

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
OSB	Teacher / 0426	07/1/2020	OSB	Unclassified Appointment			Christian Hargrove	08/01/2020
OSD	Food Services Specialist / 0486	03/01/2020	OSD	04/21/2020	05/08/2020	20-089	Applicant list sent	05/12/2020
VR	Vocational Rehabilitation Specialist / 0014	05/04/2020	VR45 – Tulsa	05/27/2020	Continuous	20-095	Currently Open	
VR	Rehabilitation Technician / 0386	04/01/2019	VR29 – Edmond	05/27/2020	06/09/2020	20-094	Currently Open	
VR	Rehabilitation Technician / 1057	01/01/2020	VR18 – Muskogee	05/19/2020	06/08/2020	20-090	Currently Open	
VR	Vocational Rehabilitation Specialist / 0056	01/14/2020	VR08 - Enid	05/20/2020	05/26/2020	20-092	Applicant list sent	05/28/2020
VR	Vocational Rehabilitation Specialist / 0820	01/01/2020	VR08 – Enid	05/19/2020	Continuous	20-091	Currently Open	
VR	Vocational Rehabilitation Specialist / 0369	12/01/2019	VR80 - Tulsa	02/24/2020	03/12/2020	20-082	Applicant list sent	03/17/2020
VR	Vocational Rehabilitation Specialist / 1030	09/26/2018	VR78 – Tahlequah	01/27/2020	02/24/200	20-073	Applicant list sent	02/26/2020
VR	Vocational Rehabilitation Specialist / 1190	06/17/2019	VR08 – Enid	01/24/2020	Continuous	20-071	Shawna Lounsbury	06/01/2020
VR	Vocational Rehabilitation Specialist / 0644	11/14/2019	VR42 – Poteau	02/04/2020	Continuous	20-068.1	Applicant list sent	03/04/2020
VR	Vocational Rehabilitation Specialist / 0438	11/16/2019	VR47 – OKC	05/20/2020	06/02/2020	20-078.1	Currently Open	
VR	Vocational Rehabilitation Specialist / 0764	07/01/2019	VR81 - Chickasha	09/16/2019	Continuous	20-024.1	Currently Open	
VR	Vocational Rehabilitation Specialist / 0066	03/04/2019	VR06 – Duncan	05/23/2019	06/05/2019	19-114	Pending	
VR	Vocational Rehabilitation Specialist / 1077	10/01/2019	VR07 - Durant	11/06/2019	Continuous	20-050	Applicant list sent	02/24/2020

VR	Assistive Technology Specialist / 0085	04/01/2018	VR66-Tulsa VR23 – OKC Evaluation Center	07/02/2019	Continuous	19-065.2	Currently Open
VR	Vocational Rehabilitation Specialist / 0255	06/24/2019	SBVI 90 - OKC	10/8/2019	Continuous	19-129.1	Currently Open
SBVI	Programs Manager / 1039	03/01/2020	SBVI 62 – Muskogee	02/07/2020	02/20/2020	20-075	Cheryl Snow 06/01/2020
SBVI	Vocational Rehabilitation Specialist / 0643	06/01/2020	SBVI 69 – Weatherford	05/21/2020	Continuous	20-093	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0669	10/07/2019	SBVI 71- Idabel	10/14/2019	Continuous	20-045	Currently Open
SBVI	Rehabilitation of the Blind Specialist / 0754	10/01/2018	SBVI 33 – OKC BEP	05/29/2019	Continuous	19-043.3	Currently Open
SBVI	Vending Facility Business Consultant / 0134	11/23/2019	SBVI 65 – Stillwater	12/10/2019	Continuous	20-064	Currently Open
SBVI	Vocational Rehabilitation Specialist / 0935	09/20/2019	SBVI 91 – Tulsa	10/09/2019	Continuous	20-044	Currently Open
SBVI	Rehabilitation of the Blind Spec / 0924	01/27/2020	SBVI 91- Tulsa	02/10/2020	Continuous	20-079	Currently Open
SBVI	Rehabilitation of the Blind Spec / 0582	01/08/2019	SBVI 91- Tulsa	007/17/2019	Continuous	19-085.3	Currently Open

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

NOTE:

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Discharge = 1
1 = 2 years 8 months

DIVISION OF VOCATIONAL REHABILITATION

Retirement = 1
1 = 18 years 8 months

Discharge = 1
1 = 5 months

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

Retirement = 1
1 = 54 years 8 months

Discharge = 1
1 = 1 year 6 months

OKLAHOMA SCHOOL FOR THE BLIND

Resignation = 1
1 = 10 years 9 months

OKLAHOMA SCHOOL FOR THE DEAF

Resignation = 1
1 = 22 years 5 months

DISABILITY DETERMINATION SERVICES

Resignation = 1
1 = 7 years 1 month

CURRENT FTE STATUS

FY 2020

FTE as of May 31, 2020

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	77.5	74.00	0.00	(1.00)	73.00
Vocational Rehabilitation	242.8	216.00	14.00	(7.00)	223.00
Services for the Blind and Visually Impaired	123.5	102.00	7.00	(3.00)	106.00
VR/SBVI-DP	2.00	2.00	0.00	(0.00)	2.00
Oklahoma School for the Blind	98.5	93.00	0.00	0.00	93.00
Oklahoma School for the Deaf	127.3	112.00	1.00	0.00	113.00
Total (NON-EXEMPT)	671.6	599.00	22.00	(11.00)	610.00
Disability Determination Services (EXEMPT)	332.9	313.00	0.00	(332.9)	313.00
TOTAL NON-EXEMPT & EXEMPT	1004.5	912.00	22.00	(343.9)	923.00

FY 20 Budgetary Limit = 1255

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

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

LEGISLATIVE REPORT

June Legislative Report
Kevin Nelson
DRS Legislative Liaison

BUDGET UPDATE

The last few weeks of session, while dramatic were ultimately anticlimactic. Shortly after our last meeting, the Governor vetoed the general appropriations bill and three other funding measures, but the Legislature overrode those vetoes before they ended the day. This continued through the rest of the month with the Governor vetoing bills, and the legislature overriding them. The net result was the budget I reported last month. The only casualty of the process was the Governor's Medicaid expansion proposal, Soonercare 2.0, when he vetoed its primary funding mechanism and the legislature let that stand.

LEGISLATION

After the budget there was not much they could do. The legislature finished up the 15th, and the Governor completed his work on the 21st. The "final" act of the legislature were a few overrides on the 22nd and Senate Concurrent Resolution 2X, ending the COVID 19 special session and terminating the Governor's authority to declare it a catastrophic emergency.


In the wake of COVID 19, none of our bills made it through the process. The final watch list bills are easy to summarize. Of the 16 bills, only two made it out, the General appropriations bill SB 1922 and our limits bill SB1936. During 2020, 176 measures were put on his desk. For some perspective, lawmakers sent 535 measures to Stitt for consideration during the 2019 legislation session.


It has been a long strange trip and I look forward to seeing you again at some point non-virtually.

Watch List

Bill Portfolio

2 Bills On Report

SB1922  **Paraphrase:** SB1922, by Sen. Dave Rader, R-Tulsa, Sen. Roger Thompson, R-Okemah, Rep. Kevin Wallace, R-Wellston, and Rep. Kyle Hilbert, R-Depew, makes general appropriations to executive, legislative and judicial departments.
Effective Date: // **Emergency:** Yes
Principal Authors: Rader, Dave (S); Thompson, Roger (S); Hilbert, Kyle (H); Wallace, Kevin (H)
Status: Secretary of State **Status Date:** 05/13/2020

SB1936  **Paraphrase:** SB1936, by Sen. Roger Thompson, R-Okemah and Rep. Kevin Wallace, R-Wellston, establishes FY2021 budget limits for the State Department of Rehabilitation Services.
Effective Date: 08/27/2020 **Emergency:** No
Principal Authors: Thompson, Roger (S); Wallace, Kevin (H)
Status: Governor Action - Signed **Status Date:** 05/20/2020

OKLAHOMA REHABILITATION COUNCIL REPORT

Oklahoma Rehabilitation Council (ORC) Report

Executive Committee

The Committee meeting on Thursday, March 19, 2020, was canceled.

The Council has two vacancies:

1. The representative of the Workforce Board
2. The Community Rehabilitation Provider (CRP)

Director Fruendt and Stephanie Roe are assisting with the Workforce Board position, and the ORC Program Manager (PM) reached out to a potential member for the CRP position, but we have not received a response yet.

William Ginn attended the Statewide Independent Living Council (SILC), meeting on April 24, and presented the ORC report.

Planning and Program (P&P) Committee

The Committee meeting on Thursday, March 26, 2020, was canceled.

The Committee met via Zoom on Tuesday, March 31, with other Council members to review and provide feedback on the Access for All 5 Star Rating Rubric. The final version of the letter was sent to Stephanie Roe on April 9.

The ORC has been sharing Census information on a weekly basis, with all the members and other Councils to educate and encourage all Oklahomans to complete the 2020 Census.

The Open Case Survey Pilot was put on hold during the Shelter in Place ordinance. The Process Improvement Unit will give an update to the Committee during the June meeting.

Policy and Legislative (P&L) Committee Report

The Committee meeting on Thursday, March 19, 2020, was canceled.

The Committee Chair, Jeff Newton and the ORC PM, attended the DRS awards at the Capitol for People of Disabilities Awareness Day on March 10. After the ceremony they participated and assisted with 14 Legislator visits.

One of the Committee's goals for this year was to visit State Legislators to share DRS information, resources, and success stories; however, because of the Shelter in Place ordinance, the goal had to be modified. The Committee provided feedback on the creation of two flyers that included information and links on DRS services and programs (attached), and they have been shared

with all State Legislators by email as well as with the state district staff of all of Oklahoma's Congressional members.

The P&L Committee provided feedback during the 5 Star Rating Rubric Zoom Meeting on March 31.

Transition Committee Report

The Committee meeting on Thursday, March 26, 2020, was canceled.

The Committee has shared resources with the Council during the pandemic, especially after most activities were canceled, and the schools began implementing distance learning for the remainder of the school year.

The Transition Committee invited Dr. Annie Baghdayan from the University of Oklahoma (OU) to present on Pre-Employment Transition Services (ETS) during the May Quarterly Meeting. The presentation included an overview of:

- What are Pre-ETS services?
- Who can receive Pre-ETS services?
- How to apply?

The Transition Committee provided feedback during the 5 Star Rating Rubric Zoom Meeting on March 31.

Employment Committee Report

The Committee meeting on Thursday, March 19, 2020, was canceled.

The ORC PM has participated on behalf of the Committee in the DRS Business Summit planning committee meetings. The Summit will take place on October 15 in a virtual format.

The Employment Committee provided feedback during the 5 Star Rating Rubric Zoom Meeting on March 31.

The Committee has met five of its eight activities and is on track to meet them all.

ORC Program Manager Report

Since our last Quarterly Meeting, the ORC PM participated in the 2020 Oklahoma Tribal Vocation Rehabilitation (OKTVR) Conference Planning Committee Meetings on February 18 and March 3. The Conference has been put on hold because of the pandemic; there are no current plans to hold a virtual one.

On March 10, Jeff Newton and the ORC PM, attended the DRS Awards at the Capitol for People with Disabilities Awareness Day. After the ceremony, they

participated and assisted in 14 Legislator visits, during which DRS information and resources was shared.

PM participated in the Housing Navigation Quarterly Meeting hosted by the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), on March 26.

PM attended the Oklahoma Transition Council (OTC) Zoom meetings on March 11, April 27, and May 26.

PM participated in the Governor's Council on Workforce and Economic Development (GCWED) Zoom Meeting on April 24.

PM has attended the DRS Business Summit Planning Committee meetings on March 25 and May 18.

The PM has attended various webinars in this quarter including:

- Introduction to Accessibility in Adobe PDF on March 24
- VR100 Services on April 20
- ABLE Tech, Tech Thursday on April 23
- Pre-ETS on April 28
- nTIDE Special Report - Implications of COVID-19 on May 15
- About Reasonable Accommodation on May 28

Regular Meetings

Department of Rehabilitation Services Commission Meeting on February 10, March 9, and April 23.

ABLE Tech Advisory Council Meeting on April 22.

Respectfully submitted by
Carolina Colclasure, ORC Program Manager

COMMISSION MINUTES

**Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services
Conducted by Video-Conferencing
Regular Commission Minutes
May 11, 2020**

Jace Wolfe, Commission Chair
Wes Hilliard, Commission Vice-chair
Emily Cheng, Commission Member

Sign Language Interpreters are provided for public accessibility

PRESENT

Jace Wolfe, Commission Chair
Wes Hilliard, Commission Vice-Chair
Emily Cheng, Commission Member

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:40 a.m. by Commissioner Wolfe. All three Commissioners were in attendance, and a quorum was established.

STATEMENT OF COMPLIANCE

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

INTRODUCTION OF GUESTS

There were none.

PUBLIC COMMENTS

None

REPORTS

DIRECTOR REPORT

Commissioner Wolfe recognized Melinda Fruendt. Her report included Executive Director's participation in ZOOM and Video-conferencing meetings; current status of agency during COVID-19 Pandemic; update on proposals to approach the return to physical work locations; updates for Access for All, state and agency and Community Stakeholder communication; Governor's Executive Orders; ADA; Risk Management; AWARE; case reviews; and statistical research.

PRIORITY GROUP UPDATE

Commissioner Wolfe recognized Tracy Brigham, Services to the Blind and Visually Impaired Director who reported, as of April 20th, Priority Group I had 193, Priority Group II had 1,254, and Priority Group III had 133 for a total of 1,580.

FINANCIAL STATUS REPORT

Commissioner Wolfe recognized Kevin Statham, Chief Financial Officer, who reported the Financial Status Reports for FY20 as of March 31, 2020.

FY 2022 – FY 2029 CAPITAL OUTLAY REQUEST

Commissioner Wolfe recognized Kevin Statham, Chief Financial Officer, who reported the Capital Outlay Request for FY 2022 – FY 2029.

PERSONNEL ACTIVITY REPORT

Commissioner Wolfe recognized Tom Patt, Human Resources Director who reported on the personnel activity report as of April 30, 2020. The activity report also has current FTE status.

LEGISLATURE REPORT

Commissioner Wolfe recognized Kevin Nelson, DRS Legislative Liaison who reported on the FY2020 Legislative session actions and requests.

OKLAHOMA SCHOOL FOR THE BLIND

Commissioner Wolfe recognized Rita Echelle, Superintendent of the Oklahoma School for the Blind. She reported on the continued teaching and instruction to students during this Pandemic; personnel updates; and the Oklahoma VI Teacher's Institute.

STATEWIDE INDEPENDENT LIVING COUNCIL

Commissioner Wolfe recognized Sidna Madden, Executive Director. She reported on national and state meetings; updates on State Plan; work with Census Bureau; and the SILC State Plan Survey.

SERVICES TO THE BLIND AND VISUALLY IMPAIRED

Commissioner Wolfe recognized Tracy Brigham, Director of Services to the Blind and Visually Impaired. She reported on the continued services being provided to clients through staff innovations during this Pandemic; updates on the Business Enterprise Program; Oklahoma Library for the Blind and Physically Handicapped; Business Services Program; production and her activities.

VOCATIONAL REHABILITATION SERVICES

Commissioner Wolfe recognized Mark Kinnison, Director of Vocational Rehabilitation Services. He reported on the continued telework for staff; production; continued work with SBVI; appreciation to our Tech staff to keep everyone teleworking; and case reviews.

ACTION ITEMS

COMMISSION MEETING MINUTES

Commissioner Wolfe asked for possible vote to approve the April 13, 2020 Commission for Rehabilitation Services regular Meeting Minutes.

Motion was made and seconded to approve the April 13 2020 minutes. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED

Commissioner Wolfe recognized Kevin Treeese, OLPBH Program Manager who reviewed their April, 2020 OLBPH donation report, for possible vote for approval.

Motion was made and seconded to approve the April, 2020 OLBPH donations. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE BLIND

Commissioner Wolfe recognized Rita Echelle, OSB Superintendent who reviewed the April, 2020 OSB donation report for possible vote for approval.

Motion was made and seconded to approve the April, 2020 OSB donations. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE DEAF

Commissioner Wolfe recognized Chris Dvorak, OSD Superintendent who reviewed the April, 2020 OSD donation report for possible vote for approval.

Motion was made and seconded to approve the April, 2020 OSD donations. All three Commissioners voted in the affirmative. Motion passed.

NEW BUSINESS

Commissioner Wolfe asked if there was any New Business. There was none.

ANNOUNCEMENTS

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

Monday, June 8, 2020 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

State Office

3535 NW 58th Street

Suite 200

Oklahoma City Ok 73112

Or video-conferencing if unable to meet. Notification will be sent out ASAP

ADJOURNMENT

Commissioner Wolfe adjourned the meeting.

Respectfully submitted by Carol Brown, Assistant to the Commission

**FY 2021
EXPENDITURE
LIMITS AND
FTE BUDGETARY LIMIT**

Oklahoma Commission for Rehabilitation Services

Executive Summary

ISSUE:

Staff requests approval of the FY 2021 Expenditure Limits and FTE Budgetary Limit

BACKGROUND:

The FY 2021 Budget Request was approved by the Oklahoma Commission for Rehabilitation Services and submitted to the Office of Management and Enterprise Services. The Governor of Oklahoma and the Oklahoma Legislature considered this request for appropriations. DRS' FY 2021 state appropriations were decreased (4%) from the current FY 2020 level representing a (\$1,434,097) decrease. Total DRS State Appropriations for FY 2021 are \$34,875,002.

STAFF RECOMMENDATION:

Adopt the following:

<u>FY 2021 Expenditure Limits</u>	
DVR/DSBVI	\$87,500,000
OSB	10,800,000
OSD	15,700,000
DDS	59,000,000
Support Services	<u>12,500,000</u>
DRS Total	\$185,500,000

FTE Budgetary Limit

The legislature did not impose an FTE limit for the agency. However, a budgeted FTE limit is required in order to comply with other statutory requirements imposed on the agency. The budgetary limit for FY 2021 shall be set at 1,255.0 FTE.

BUDGET IMPACT:

Allow spending levels up to limits stated above.

Budget Impact Reviewed by:

Kevin Statham Date: May 29, 2020

DRS CAPITAL OUTLAY REQUESTS

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES

EXECUTIVE SUMMARY

ISSUE:

Approval of the FY 2022 – FY 2029 Capital Request

BACKGROUND:

At the Commission meeting held May 11, 2020, the Commission for Rehabilitation Services reviewed capital requests and justifications for FY 2022 – FY 2029.

STAFF RECOMMENDATION:

Staff requests approval of the FY 2022 – FY 2029 Capital Request.

BUDGET IMPACT:**FY 2022 – FY 2029 Capital Outlay Request**

Division	Number of Projects	Total Cost
OSB	6	\$14,225,902
OSD	11	27,868,180
OLBPH	1	189,143
CPC	2	91,153
TOTAL	20	\$42,374,378

Department of Rehabilitation Services
FY 2022 - FY 2029 Capital Outlay Request

Agency Priority	Project #	Project Name	Amount
1	805-0068	OSB - New Cafeteria	\$5,600,791
2	805-0078	OSD - Metal Roofing: Long Hall and Vocational Building	523,280
3	805-0085	CPC - ADA Accessible Sidewalks	52,153
4	805-0069	OSB - Auditorium Remodel	757,401
5	805-0081	OSD - HVAC	400,000
6	805-0036	OSB - New Media and Technology Center	3,727,482
7	805-0073	OSD - Masonry Repair: Long Hall, Blattner Hall and Gymnasium/Auditorium	250,000
8	805-0027	OSD - New Maintenance and Auto Shop	850,500
9	805-0084	CPC - Repair East Frontage Iron Fencing	39,000
10	805-0059	OSD - Auditorium Remodel	1,800,000
11	805-0088	OSD - Dormitories (Girls, Boys, Honor)	6,000,000
12	805-0030	OSB - B-4 Building Remodel	940,899
13	805-0026	OSB - New Maintenance and Auto/Carpentry Shop	2,439,035
14	805-0072	OSB - Apartment Remodel	760,294
15	805-0089	OSD - Gymnasium	6,000,000
16	805-0087	OSD - Single Floor Instructional Area with Office	8,000,000
17	805-0007	OSD - General Site Work	2,500,000
18	805-0045	OSD - Football Field Lighting	1,424,400
19	805-0082	OSD - Sports Stadium Bleachers and Press Box	120,000
20	805-0083	OLBPH - LED Lighting Retrofit and Solar Panel Installation	189,143
TOTAL REQUEST			\$42,374,378

Division	Amount
OSB (6 Projects)	\$14,225,902
OSD (11 Projects)	27,868,180
OLBPH (1 Project)	189,143
CPC (2 Projects)	91,153
Total Request (20 Projects)	\$42,374,378

DEPARTMENT OF REHABILITATION SERVICES

FY 2022 - FY 2029 Capital Outlay Request

805-0068 OSB - New Cafeteria

Agency Priority 1 Amount \$5,600,791

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.

805-0078 OSD - Metal Roofing: Long Hall and Vocational Building

Agency Priority 2 Amount \$523,280

This request is to install metal roofing on two OSD buildings: Long Hall and Vocational Building. Both roofs were replaced over twenty years ago. Existing 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. Metal roofing will last 30+ years, it requires no maintenance. Additionally, the pitch of a metal roof allows water to run off instead of pooling then seeping into the walls of the building. Metal roofing is resistant to weather and warranted for 10 years. Foam batting would increase R-rating to lower costs of heating and cooling.

805-0085 CPC - ADA Accessible Sidewalks

Agency Priority 3 Amount \$52,153

This request is to make Oklahoma City Career Planning Center sidewalks, parking lot and front entrance walkway ADA accessible. Currently the front curb drop is not accessible nor is the side walk from the parking lot or the remote south parking lot for persons using powered chairs or wheelchairs.

805-0069 OSB - Auditorium Remodel

Agency Priority 4 Amount \$757,401

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

805-0081 OSD - HVAC**Agency Priority 5 Amount \$400,000**

This request is to correct costly temperature deficiencies in OSD buildings. The temperature controls, what few there are, are inadequate in all OSD buildings. Temperature must be manually manipulated by adjusting dampers and valves to control the temperature of buildings. When the temperature gets too hot or too cold, the unit is turned off to allow the building temperature to adjust. With no controls, the air-conditioner runs constantly when "ON", or is turned "OFF" when it's too cold for students. The controller monitoring system, installed during the 1998 Bond Issue, is no longer functional.

805-0036 OSB - New Media and Technology Center**Agency Priority 6 Amount \$3,727,482**

This request is for a new Media Technology Center that would also be large enough to house all library materials. The new center will include technology labs that are designed for low vision and braille students. The low vision lab will have different types of electronic table top & hand-held magnifiers. The computers will be adapted for visually impaired & blind students. The labs will have study cubicles for students to complete assignments with support from our trained technology & 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 & materials in several mediums (regular print, large print, Braille, & tape). For example, the braille equivalent for one regular dictionary is 24 volumes in large print & 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 & resources. Students will be able to exit in a safe & timely manner. In addition, an area would be dedicated for raised relief maps. The school already owns several relief maps that are on stands & range in sizes 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.

805-0073 OSD - Masonry Repair: Long Hall, Blattner Hall and Gymnasium/Auditorium**Agency Priority 7 Amount \$250,000**

This request is for tuck-pointing three OSD buildings: Long Hall, Blattner Hall and the 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 buildings. 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. BLATTNER HALL: Boys' dormitory. 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 buildings and bricks below the capstone appear to be loose.

805-0027 OSD - New Maintenance and Auto Shop**Agency Priority 8 Amount \$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 (a historical building) would supply space for classrooms, meeting rooms or the school museum.

805-0084 CPC - Repair East Frontage Iron Fencing**Agency Priority 9 Amount \$39,000**

The aluminum fence of the Oklahoma City Career Planning Center (CPC) on the east side (alongside South Robinson Street) has numerous broken and missing links and fence. The fence is not a sturdy alloy and can be easily torn apart. After hours trespassers go through the fence and walk to either an apartment complex or abandoned field west of the CPC property.

805-0059 OSD - Auditorium Remodel**Agency Priority 10 Amount \$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 in one of the front 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.

805-0088 OSD - Dormitories (Girls, Boys, Honor)**Agency Priority 11 Amount \$6,000,000**

Construction of a new 30,000 square foot building will house girls, boys, and honor dorms and student life staff offices. With construction of the new building, Blattner and Stewart, and second and third floor Griffing could be shut down. The new building would eliminate additional costly repairs to those buildings. The new facility would be ADA compliant with wheelchair ramps, ADA sidewalks and entrances. This upgrade would make the dormitories more accessible and usable for home life experience necessary for the kids.

805-0030 OSB - B-4 Building Remodel**Agency Priority 12 Amount \$940,899**

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.

805-0026 OSB - New Maintenance and Auto/Carpentry Shop**Agency Priority 13 Amount \$2,439,035**

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.

805-0072 OSB - Apartment Remodel**Agency Priority 14 Amount \$760,294**

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.

805-0089 OSD - Gymnasium**Agency Priority 15 Amount \$6,000,000**

Construction of a new 30,000 square foot building will house a new gymnasium, locker rooms, weight room, and offices. The new building would eliminate additional costly repairs to the old gym. The new facility would be ADA compliant with wheelchair ramps, and ADA sidewalks and entrances. This upgrade would make the gymnasium and offices more accessible and usable for educational and sports programs.

805-0087 OSD - Single Floor Instructional Area with Office**Agency Priority 16 Amount \$8,000,000**

Construction of a new 40,000 square foot building will house classrooms and business/administration offices. With construction of the new building, Long Hall, Blattner and Stewart, second and third floor Griffing, and second and third floor Reed could be shut down. White Hall could be used as the dormitories for girls, boys, and honor dorms. The new building would eliminate additional costly repairs to those buildings. The new facility would be ADA compliant with wheelchair ramps, and ADA sidewalks and entrances. This upgrade would make the classrooms and offices more accessible and usable for educational programs.

805-0007 OSD - General Site Work**Agency Priority 17 Amount \$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. The entrance must be rebuilt after every heavy rain. 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 18 Amount \$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 track. 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 competitions. This request also provides funding for a flagpole.

805-0082 OSD - Sports Stadium Bleachers and Press Box**Agency Priority 19 Amount \$120,000**

This request is to purchase bleachers and a press box for the OSD football field. Existing bleachers are old, seats are weathered, wooden and warped planks. There is no press box, the game is announced from a flatbed trailer. This request will increase seating capacity to 312 on the "home" side and establish 108 seating capacity on the "visitors" side. Funding will allow team seating for the players and a press box 8'x18' that will sit in the middle of the home side bleachers.

805-0083 OLBPH - LED Lighting Retrofit and Solar Panel Installation**Agency Priority 20 Amount \$189,143**

This request is to retrofit all interior and exterior lighting (549 fixtures) with LED lighting technology and install 40 kilowatt solar panel to augment electric consumption.

OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED DONATION REPORT

OLBPH Donation Report **May 2020**

Donations under \$500

Date	Name	Cash	Fund	Property	Value
5/21	Nancy Donahoe	25.00	216		
5/28	June Regan	50.00	216		
Subtotal of Cash (Under \$500) Donated in May 2020		\$ 75.00			

Donations \$500 and over

TOTAL DONATION AMOUNT MAY 2020 \$75.00

OKLAHOMA SCHOOL FOR THE BLIND MONTHLY DONATION REPORT

OSB DONATION REPORT

May 2020 Donations

Donations under \$500		Name		Fund		Property	Value
Date				Cash			
5/5/2020	Box Tops for Education			\$ 41.50	701		
Subtotal of Cash (under \$500) donated in May 2020				\$ 41.50		Subtotal prop.	\$ -
Donations \$500 and over				\$ -			
5/5/2020		Elada Kirk		\$ 850.00	216		
Subtotal of Cash (\$500 and over) donated in May 2020				\$ 850.00		Subtotal prop.	\$ -
TOTAL DONATION AMOUNTS May - 2020				\$891.50			

OKLAHOMA SCHOOL FOR THE DEAF MONTHLY DONATION REPORT

OSD Donation Report

May 2020

Donations Under \$500.00					
Date	Name	Cash	Fund	Explanation	Property Value
5/7	Janie-Lynn Robinson			Snacks and water	129.76
5/7	Vickie Hardy			Seasonal crafts	232.25
	Subtotal Cash Under \$500.00			Subtotal Property Under \$500.00	362.01
Donations Over \$500.00					
Date	Name	Cash	Fund	Explanation	Value
	Subtotal Cash Over \$500.00			Subtotal Property Over \$500.00	
	Subtotal Cash Combined			Subtotal Property Combined	362.01
Total donation for May 2020				\$362.01	