



**OKLAHOMA**  
**Rehabilitation Services**

# *Commission for Rehabilitation Services*



**Commissioners  
Janet Barresi, Theresa Flannery, and Kelsey Lee**

Regular Meeting  
and Video Conferencing

3535 NW 58<sup>th</sup> Street, Suite 200  
Oklahoma City, OK

June 12, 2024

Empowering Oklahomans with Disabilities

**State of Oklahoma  
Commission for Rehabilitation Services  
Regular Commission Meeting  
June 12, 2024 at 10:30 a.m.**

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

Commissioners: Theresa Flannery, Acting Chair; Dr. Janet Barresi, Member; and  
Kelsey Lee, Member.

Commission link: <https://www.zoomgov.com/j/1619562993>  
Phone: 1-669-254-5252; Webinar ID: 161 956 2993

Sign Language Interpreters are provided for public accessibility.

**AGENDA**

**1. Call to Order and Roll Call**

*Theresa Flannery, Acting Chair*

**2. Statement of Compliance with the Open Meeting Act**

*Kathleen Arrieta, Commission Assistant*

**REPORTS**

**3. Presentation of Longevity Certificates**

*Theresa Flannery, Acting Chair*

**4. Executive Director's Report**

Page 6

*Melinda Fruendt, Executive Director*

- a) Certificates of Appreciation
- b) Report on agency and departmental updates including meetings, State Plan, Pre-ETC CAP and Process Improvement
- c) Possible discussion

**5. Legislative Report**

Page 9

*Jennifer Hardin, Legislative Liaison*

- a) Report on the status of legislative bills
- b) Possible discussion

**6. Statewide Independent Living Council of Oklahoma (SILC)** Page 20

*Sidna Madden-Trimnell, Executive Director*

- a) Report on departmental updates including the State Plan for Independent Living (SPIL)
- b) Priority Group / Portal Referral Updates
- c) Possible discussion

**7. Oklahoma School for the Blind (OSB) Report** Page 57

*Rita Echelle, Superintendent*

- a) Report on personnel, activities, and events.
- b) Possible discussion

**8. Services for the Blind and Visually Impaired (SBVI) Report** Page 62

*Tracy Brigham, Division Administrator*

- a) Report on departmental updates
- b) Priority Group / Portal Referral Updates
- c) Possible discussion

**9. Human Resources Report** Page 69

*Tom Patt, HR Director*

- a) Personnel Activity report
- b) Current FTE Status
- c) Possible discussion

**ACTION ITEMS**

**10. Review of the Minutes from the May 15, 2024, Commission Meeting.** Page 76

*Theresa Flannery, Acting Chair*

- a) Discussion and possible action to modify and/or approve the minutes.

**11. Chief Financial Officer's Report**

*Kevin Statham, Chief Financial Officer*

- a) Financial Status Reports for FY24 as of April 30th, 2024 Page 84
  - Discussion and possible action
- b) Presentation of FY 2026 - FY 2033 Capital Outlay Request Page 91
  - Discussion and possible action
- c) Presentation of FY 2025 Expenditure Limits and FTE Budgetary Limit Page 96
  - Discussion and possible action

**12. Acceptance of Donations to the Oklahoma School for Deaf (OSD)**

Page 98

*Lynn Hickman, Business Manager*

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

**13. Acceptance of Donations to the Oklahoma School for the Blind (OSB)**

Page 100

*Rita Echelle, Superintendent*

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

**14. Acceptance of Donations to the Oklahoma Library for the Blind and Physically Handicapped (OLBPH)**

Page 102

*Kevin Treese, Program Manager III, SBVI*

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

**15. Election of Officers to the Oklahoma Commission for Rehabilitation Services**

*Theresa Flannery, Acting Chair*

- a) Discussion and possible action

**16. New Business**

*Theresa Flannery, Acting Chair*

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

**17. Announcements**

*Theresa Flannery, Acting Chair*

- a) Next Meeting:  
Wednesday, August 14, 2024  
Department of Rehabilitation Services  
3535 NW 58th Street, Suite 200, OKC, OK 73112

**18. Public Comments**

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

**19. Adjournment**

*Theresa Flannery, Acting Chair*

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



# Executive Director's Report

**Oklahoma Department of Rehabilitation Services**  
**EXECUTIVE DIRECTOR REPORT**  
**June 12, 2024**

**Executive**

**May**

- 16 – Oklahoma School for the Blind Awards programs and Graduation.
- 17 – Red River Inclusive Post Secondary Education Summit – Denton, Texas.
- 21 – Oklahoma School for the Deaf Graduation.
- 22 – Work Ready Oklahoma Open House – Weatherford. An initiative by Oklahoma Human Services supporting low income individuals by expanding centers across the state. These centers help job seekers with training, resume building, and interview prep. Located within the same plaza complex as DRS VR/SBVI offices.
- 27 – Memorial Day Holiday
- 29 – Beyond Hope Academy graduation.
- 30 – VR Technical Assistance Center Monthly Check-in Meeting.

**June**

- 4 – Participated in a video for VR Public Awareness Campaign on Inclusive Post Secondary Education.
- 5 – Attended the Deaf Conference at Oklahoma School for the Deaf.
- 7 – Human Services Cabinet Meeting.
- 10 – Oklahoma Inclusive Post Secondary Education check in meeting.
- 12 – Commission for Rehabilitation Services meeting.

**VR Portion of State Plan Approved – Stephanie Roe**

On May 22, 2024, The 2024-2027 Vocational Rehabilitation portion of the Oklahoma State Plan was approved by the RSA Commissioner. The full Oklahoma State Plan was approved on May 30, 2024.

**2<sup>nd</sup> Quarter Update Submitted- Section 107 Pre-Ets Corrective Action Plan – Stephanie Roe**

On April 30, 2024, DRS submitted the second quarterly progress update for the FFY 2021 Sec.107 Pre-Ets CAP. RSA noted the continued work of the agency and quarterly reporting will continue to be monitored where progress is still ongoing. We will submit another progress report to RSA on 7/31/24.

**Monitoring Corrective Action Plan Submitted – Stephanie Roe**

On May 17, the OK-C draft CAP to address the findings identified in the FFY 2023 Monitoring Report on the Oklahoma Division of Rehabilitation Services (DRS) Vocational Rehabilitation and Supported Employment Programs was submitted to RSA. RSA has provided feedback and asked for a few revisions in the formatting. Revisions are due by June 11, 2024. RSA will notify when the corrective action plan is approved.

### **Intensive Technical Assistant Agreement with VRTAC:QM – Stephanie Roe**

OKDRS has implemented an Intensive Technical Assistance Plan with the VRTAC:QM to assist with the identified activities that address the findings in the Corrective Action Plan. DRS staff have already been working with the VRTAC:QM for several months and will continue for the next several months.

### **Process Improvement (PI) – Lyuda Polyun Federal Reporting**

Quarterly RSA 911 was submitted ahead of time.

### **AWARE**

We are awaiting RSA approval to have Alliance add an API end point in order for the portal to fully meet our needs for Pre-Employment Transition reporting on the RSA-911. Planning is moving forward with implementing the portal as-is soon, which would import much of the required information but still require some manual entry.

We have requested the April Pre-ETS data from OU to begin manual entry.

The Power BI project continues to progress and the project time has been extended to December 2024.

We have been working with the VRTAC-Quality Management in developing a plan to account for period of performance in AWARE with both on-site and virtual meetings.

### **Case Review**

The QA team is currently working on an open case audit for the month of May.

The team continues to discuss and formulate questions concerning auditing for Pre-Ets based upon RSA recommendations.

### **Program Standards, Statistical Research, Data Dashboards**

The research staff are working on the 2023-2025 Needs Assessment, including creating BI reports for needed AWARE data and gathering available online data updates for various sections.

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



# Legislative Report



# 6/12/24 – DRS Commission Legislative Report

by Jennifer Hardin

Report Submission Date: 06-03-2024

- 05/30/24 – Sine Die Adjournment
- Total pending bills awaiting signature from Governor at the time this report was submitted - 85

## DRS Request Bills

HB3792 [Seifried, Ally](#), [Hefner, Ellyn](#) Creates the Oklahoma Access and Achievement Act which provides economic assistance to students with intellectual disabilities to pursue higher education. **This was a joint request with the OK. State Regents for Higher Education & the OK. IPSE Alliance (Inclusive Post-Secondary Education).**

**Bill History: 5/21/24 – SIGNED BY THE GOVERNOR!!**

SB 154 [Stanley, Brenda](#), [Lawson, Mark](#)

This is a carry-over bill from the '23 session. Provides an exception for Braille reading and ASL students from the Reading Sufficiency Act (RSA). The current testing methods used for the RSA do not address an infrastructure that ensures equity practices for students who are hearing and visually impaired. **Note: This is a joint request with the OK. Dept. of Ed.**

**Bill History: 03/15/24 - Dead pursuant to the rules.**

**NOTE: The provisions of this bill were added to SB362 (sent to the Governor for signature on 5/30/24).**



# OKLAHOMA Rehabilitation Services

## Bill Status Report

06-03-2024 - 12:07:52

### '24 - DRS Request Bills

[HB 3792](#) [Hefner, Elyn \(F\)\(D\)](#)  
[Seifried, Ally \(F\)\(R\)](#) Creates the Oklahoma Access and Achievement Act which provides economic assistance to students with intellectual disabilities to pursue higher education; EMERGENCY.

**Bill History:** 06-03-24: Signed by Governor

### Direct DRS Impact Bills

[HB 1794](#) [Osburn, Mike\(R\)](#)  
[Pugh, Adam\(R\)](#) Specifies the responsibilities of the Human Capital Management Administrator within the Civil Service and Human Capital Modernization Act.

**Bill History:** 05-10-23 G Earliest Effective Date: 11/01/2023

[HB 2312](#) [Hilbert, Kyle\(R\)](#)  
[Gollihare, Todd \(F\)\(R\)](#) Allows surviving spouses of disabled veterans to claim state sales tax exemptions even if the final determination of eligibility is not made until after the death of the qualified veteran; EMERGENCY.

**Bill History:** 06-12-23 G Earliest Effective date: 07/01/2023

[HB 2411](#) [Kannady, Chris\(R\)](#)  
[Brooks, Michael\(D\)](#) Expands the qualifying certifications and standards for persons to become official legal interpreters.

**Bill History:** 05-10-23 G Earliest Effective Date: 11/01/2023

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

**Bill History:** 05-17-24 G Earliest Effective Date: 05/13/2024

[HB 3317](#) [Bashore, Steve\(R\)](#)  
[Green, Grant \(F\)\(R\)](#) Requires certain teams conducting investigations into abuse of vulnerable adults or the elderly include a member who has received dementia-specific training.

**Bill History:** 04-30-24 G Earliest Effective Date: 11/01/2024

[HB 3328](#)      [Roe, Cynthia\(R\)](#)  
[Stanley, Brenda\(R\)](#)      Requires criminal history checks from applicants for certain nursing licenses and allows the Board of Nursing to require such checks for the renewal of licenses.

**Bill History:** 04-30-24 G Earliest Effective Date: 11/01/2024

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

**Bill History:** 05-22-24 G Earliest Effective Date: 11/01/2024

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[SB 515](#)      [Bergstrom, Micheal\(R\)](#)  
[Kendrix, Gerrid\(R\)](#)      Removes various provisions of the Joint Committee on Administrative Rules, adjusting standards to allow the House and Senate to review administrative rules via their own committees and adjusts rule submission deadlines for subsequent years; EMERGENCY.

**Bill History:** 05-01-23 G Earliest Effective Date: 04/20/2023

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[SB 621](#)      [Pugh, Adam\(R\)](#)  
[Hill, Brian\(R\)](#)      Creates an Oklahoma Workforce Commission to coordinate programs and funds for workforce development in the state.

**Bill History:** 06-12-23 G Earliest Effective Date: 08/24/2023

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[SB 1310](#)      [McCortney, Greg\(R\)](#)  
[Sneed, Chris\(R\)](#)      Transfers authority over state employee benefits plans from the Office of Management and Enterprise Services to the Health Care Authority; EMERGENCY.

**Bill History:** 04-30-24 G Earliest Effective Date: 07/01/2024

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[SB 1385](#)      [Stanley, Brenda\(R\)](#)  
[Lawson, Mark\(R\)](#)      Allows the use of remote technology for certain home and community-based support services and establishes vetting standards for DHS to perform related background checks.

**Bill History:** 04-26-24 G Earliest Effective Date: 11/01/2024

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### Disability Oversight Bills

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

**Bill History:** 05-17-24 G Earliest Effective Date: 05/13/2024

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[HB 3317](#)      [Bashore, Steve\(R\)](#)  
[Green, Grant \(F\)\(R\)](#)      Requires certain teams conducting investigations into abuse of vulnerable adults or the elderly include a member who has received dementia-specific training.

**Bill History:** 04-30-24 G Earliest Effective Date: 11/01/2024

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[SB 1709](#)      [Rosino, Paul\(R\)](#)  
[Echols, Jon\(R\)](#)      Transfers the Office of Client Advocacy and the Long-Term Care Ombudsman from the Dept. of Human Services to the Dept. of Health and to the Office of the Attorney General, respectively, including all personnel and duties.

**Bill History:** 06-03-24 G Earliest Effective Date: 11/01/2024

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### Education Bills

[HB 1035](#)      [Rosecrants, Jacob\(D\)](#)  
[Pemberton, Dewayne\(R\)](#)      Provides exemptions for school absence requirements to students missing class for mental health assessments and therapy sessions; EMERGENCY.

**Bill History:** 05-29-24 G Sent to the Governor

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[HB 1441](#)      [Provenzano, Melissa\(D\)](#)  
[Pugh, Adam\(R\)](#)      Adjusts the timing and frequency of certain mandatory training and professional development courses for school teachers; EMERGENCY.

**Bill History:** 04-21-23 G Earliest Effective Date: 07/01/2023

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[HB 1934](#)      [McCall, Charles\(R\)](#)  
[Treat, Greg\(R\)](#)      Creates the Parental Choice Tax Credit Act which establishes an income tax credit for certain qualifying private school and alternative education expenses.

**Bill History:** 05-30-23 G Earliest Effective Date: 08/24/23

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[HB 2180](#)      [Lowe, Dick\(R\)](#)  
[Thompson, Kristen \(F\)\(R\)](#)      Declares that students enrolled in virtual charter school alternative education programs who attend full abbreviated school days count towards full attendance and average daily membership, and allows certain truancy waivers.

**Bill History:** 06-12-23 G Earliest Effective Date: 11/01/2023

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

**Bill History:** 05-17-24 G Earliest Effective Date: 07/01/2024

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[HB 2559](#)      [McBride, Mark\(R\)](#)  
[Pemberton, Dewayne\(R\)](#)      Expands eligible participants in the Inspired to Teach scholarship program for prospective

teachers to include those who have completed the GED and homeschooled students and adjusts certain hour requirement restrictions.

**Bill History:** 05-17-23 G Earliest Effective Date: 11/01/2023

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[HB 2672](#)      [Baker, Rhonda\(R\)](#)  
[Pugh, Adam\(R\)](#)      Adjusts certain provisions to allow adjusted graduation requirements to be adopted for the 2025-2026 school year earlier than otherwise required by statute with parental consent and school cooperation; EMERGENCY.

**Bill History:** 05-30-24 G Sent to the Governor

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[HB 2901](#)      [Wallace, Kevin\(R\)](#)  
[Thompson, Roger\(R\)](#)      Makes appropriations to the Board of Education and the School Building Equalization Fund and requires new baseline levels be maintained for Parental Choice Tax Credit funds to be available; EMERGENCY.

**Bill History:** 05-30-23 G Earliest Effective Date: 07/01/2023

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[HB 2902](#)      [Wallace, Kevin\(R\)](#)  
[Thompson, Roger\(R\)](#)      Adjusts various weights and calculations for school State Aid Formula to increase poverty and transportation weights and the baseline for the small school district formula; EMERGENCY.

**Bill History:** 05-30-23 G Earliest Effective Date: 07/01/2023

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[HB 2903](#)      [Wallace, Kevin\(R\)](#)  
[Thompson, Roger\(R\)](#)      Directs the Dept. of Education to establish and maintain a three-year School Resource Officer pilot program for school security and establishes a related fund; EMERGENCY.

**Bill History:** 05-30-23 G Earliest Effective Date: 07/01/2023

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[HB 2904](#)      [Wallace, Kevin\(R\)](#)  
[Thompson, Roger\(R\)](#)      Makes an appropriation to the School Security Revolving Fund; EMERGENCY.

**Bill History:** 05-30-23 G Earliest Effective Date: 07/01/2023

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

**Bill History:** 05-22-24 G Earliest Effective Date: 05/15/2024

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

**Bill History:** 05-31-24 G Signed by the Governor

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[SB 100](#)      [Pemberton, Dewayne\(R\)](#)  
[Lowe, Dick\(R\)](#)      Requires all school districts to undergo a risk and vulnerability assessment conducted by the School Security Institute every five years and ties related

grant money to the recommendations of such assessments; EMERGENCY.

**Bill History:** 06-12-23 G Earliest Effective Date: 07/01/2023

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[SB 322](#)      [Seifried, Ally \(F\)\(R\)](#)  
[West, Tammy\(R\)](#)

Clarifies certain rules related to the sharing of digital or online library database resources between school districts, charter schools, state agencies, public libraries, or institutions of higher education within the State; EMERGENCY.

**Bill History:** 06-12-23 G Earliest Effective Date: 07/01/2023

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[SB 358](#)      [Daniels, Julie\(R\)](#)  
[Echols, Jon\(R\)](#)

Expands the eligibility for the Lindsey Nicole Henry Scholarship program to permit its use at a private school specifically providing certain services to homeless students and modifies related eligibility requirements.

**Bill History:** 06-03-24 G Earliest Effective Date: 08/28/2024

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[SB 362](#)      [Pugh, Adam\(R\)](#)  
[Baker, Rhonda\(R\)](#)

Renames the Reading Sufficiency Act to the Strong Readers Act and thoroughly modifies various related provisions, standards and priorities as well as creating a related fund; EMERGENCY.

**Bill History:** 05-30-24 G Sent to the Governor

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[SB 467](#)      [Stanley, Brenda\(R\)](#)  
[Miller, Nicole\(R\)](#)

Creates the Interstate Teacher Mobility Compact Act to facilitate license equivalency and reciprocity between member states and their respective licensing authorities with the Interstate Teacher Mobility Compact Commission; EMERGENCY.

**Bill History:** 05-10-23 G Earliest Effective Date: 07/01/2023

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[SB 516](#)      [Pugh, Adam\(R\)](#)  
[Echols, Jon\(R\)](#)

Abolishes the Statewide Virtual Charter School Board, creating the Statewide Charter School Board with definitions, duties, and a revolving fund, exempts such schools from certain rules and statutory requirements.

**Bill History:** 06-12-23 G Earliest Effective Date: 09/01/2023

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[SB 526](#)      [Pugh, Adam\(R\)](#)  
[Echols, Jon\(R\)](#)

Directs school districts choosing to map their campus to use certain mapping data guidelines.

**Bill History:** 05-30-24 G Sent to the Governor

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[SB 630](#)      [Montgomery, John\(R\)](#)  
[Lepak, Mark\(R\)](#)

Updates certain provisions of state retirement systems to maintain compliance with federal regulations; EMERGENCY.

**Bill History:** 05-08-23 G Earliest Effective Date: 05/01/2023

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|---|--|--|
| <a href="#">SB 1118</a>   | <a href="#">Thompson, Roger(R)</a><br><a href="#">Wallace, Kevin(R)</a>    | Makes an appropriation to the Dept. of Education to establish a three-year pilot program for literacy instructional team programs meeting certain standards for public school districts; EMERGENCY.              |
| <b>Bill History:</b> 05-30-23 G Earliest Effective Date: 07/01/2023 |  |  |
| <a href="#">SB 1119</a>   | <a href="#">Thompson, Roger(R)</a><br><a href="#">Wallace, Kevin(R)</a>    | Provides for an increase to the minimum salary schedule for certified school teachers; EMERGENCY.  |
| <b>Bill History:</b> 05-30-23 G Earliest Effective Date: 07/01/2023 |  |  |
| <a href="#">SB 1120</a>   | <a href="#">Thompson, Roger(R)</a><br><a href="#">Wallace, Kevin(R)</a>    | Adjusts procedures to modify redbud school grants based on certain revenue levels, establishes procedures for shortfalls and removes certain apportionments to the School Building Equalization Fund; EMERGENCY. |
| <b>Bill History:</b> 05-30-23 G Earliest Effective Date: 07/01/2023 |  |  |
| <a href="#">SB 1121</a>   | <a href="#">Thompson, Roger(R)</a><br><a href="#">Wallace, Kevin(R)</a>    | Provides for six weeks of paid maternity leave to qualifying educational personnel; EMERGENCY.   |
| <b>Bill History:</b> 05-30-23 G Earliest Effective Date: 07/01/2023 |  |  |
| <a href="#">SB 1256</a>   | <a href="#">Pugh, Adam(R)</a><br><a href="#">Baker, Rhonda(R)</a>          | Sets fixed pay increases for certain teacher certifications paid from the Teacher Empowerment Revolving Fund and removes requirement that school districts match those pay increases; EMERGENCY.                 |
| <b>Bill History:</b> 04-30-24 G Earliest Effective Date: 07/01/2024 |  |  |
| <a href="#">SB 1307</a>   | <a href="#">Stanley, Brenda(R)</a><br><a href="#">Moore, Anthony(R)</a>    | Removes state assessment and certain testing requirements upon adult students pursuing a high school diploma or similar completion program; EMERGENCY.   |
| <b>Bill History:</b> 05-03-24 G Earliest Effective Date: 07/01/2024 |  |  |
| <a href="#">SB 1319</a>   | <a href="#">Seifried, Ally (F)(R)</a><br><a href="#">Newton, Carl(R)</a>   | Creates a Public School Vision Screening Modernization Fund for the Dept. of Health to provide grants and collect data to improve vision screening equipment and processes in public schools; EMERGENCY.         |
| <b>Bill History:</b> 05-30-24 G Sent to the Governor                |  |  |
| <a href="#">SB 1624</a>   | <a href="#">Seifried, Ally (F)(R)</a><br><a href="#">Vancuren, Mark(R)</a> | Provides tuition aid grant eligibility for certain programs approved by the U.S. Dept. of Education; EMERGENCY.  |
| <b>Bill History:</b> 05-03-24 G Earliest Effective Date: 07/01/2024 |  |  |

[SB 1904](#) [Pugh, Adam\(R\)](#) [Stinson, Preston\(R\)](#) Sets standards and requirements for statewide virtual charter schools to administer certain required assessments in a virtual setting.

**Bill History:** 06-03-24 G Earliest Effective Date: 08/28/2024

### General Government Bills

[HB 1736](#) [Townley, Tammy\(R\)](#) [Stanley, Brenda\(R\)](#) Establishes exceptions, provides new definitions and procedures, as well as requirements of step therapy protocols offered by health benefit plans.

**Bill History:** 05-08-23 G Earliest Effective Date: 11/01/2023

[HB 2461](#) [Hill, Brian\(R\)](#) [Paxton, Lonnie\(R\)](#) Creates the Oklahoma Capitol Critical Infrastructure Act which declares the State Capitol Complex as critical infrastructure; EMERGENCY.

**Bill History:** 05-01-23 G Earliest Effective Date: 04/26/2023

[HB 2463](#) [Hill, Brian\(R\)](#) [Thompson, Kristen \(F\)\(R\)](#) Removes requirements that OCAST establish certain programs and make health research program evaluations, making such actions permissive rather than required.

**Bill History:** 05-01-23 G Earliest Effective Date: 11/01/2023

[SB 254](#) [Garvin, Jessica \(F\)\(R\)](#) [Boatman, Jeff\(R\)](#) Requires insurers to charge no more for out-of-network care than they would for in-network care in cases where the insured is unable to obtain covered services in a timely manner.

**Bill History:** 05-30-23 G Earliest Effective Date: 11/01/2023

[SB 447](#) [Montgomery, John\(R\)](#) [Lepak, Mark\(R\)](#) States that in the event of an error in payment for employer contributions to the Public Employees Retirement system occurs for terminated employees, payments to rectify errors will not reinstate the former employee in the System.

**Bill History:** 05-10-23 G Earliest Effective Date: 11/01/2023

[SB 630](#) [Montgomery, John\(R\)](#) [Lepak, Mark\(R\)](#) Updates certain provisions of state retirement systems to maintain compliance with federal regulations; EMERGENCY.

**Bill History:** 05-08-23 G Earliest Effective Date: 05/01/2023

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

**Bill History:** 05-30-24 G Sent to the Governor



[SB 1525](#)      [Gollihare, Todd \(F\)\(R\)](#)  
[Lawson, Mark\(R\)](#)      Adjusts membership requirements for an advisory committee to the Director of Human Services on matters relating to persons with developmental disabilities.

**Bill History:** 04-26-24 G Earliest Effective Date: 11/01/2024

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

**Bill History:** 06-03-24 G Earliest Effective Date: 11/01/2024

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### OMES Bills

[HB 1010](#)      [West, Rick\(R\)](#)  
[Hamilton, Warren \(F\)\(R\)](#)      Allows state agencies located within a county to purchase items from local businesses outside of current Central Purchasing Act requirements when there are no state contracted vendors within that county, purchases not to exceed \$2500.

**Bill History:** 05-01-24 G Earliest Effective Date: 11/01/2024

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[HB 2026](#)      [Wolfley, Max\(R\)](#)  
[Pemberton, Dewayne\(R\)](#)      Requires the Office of Management and Enterprise Services to provide an association representing state employees with a monthly reconciliation report with information related to opted in members.

**Bill History:** 05-12-23 G Earliest Effective Date: 11/01/2023

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[HB 3057](#)      [Steagall, Jay\(R\)](#)  
[Weaver, Darrell\(R\)](#)      Removes certain exemptions upon purchases made by the Chief Information Officer and the Information Services Division of the Office of Management and Enterprise Services.

**Bill History:** 05-01-24 G Earliest Effective Date: 11/01/2024

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[SB 1183](#)      [Hall, Chuck\(R\)](#)  
[Wallace, Kevin\(R\)](#)      Makes an appropriation and sets requirements for spending by the Office of Management and Enterprise Services; EMERGENCY.

**Bill History:** 05-30-24 G Sent to the Governor

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[SB 1400](#)      [Hall, Chuck\(R\)](#)  
[Wallace, Kevin\(R\)](#)      Directs that the Risk Management Fund will be invested by the Risk Management Administrator, hired or contracted as outlined in statute.

**Bill History:** 05-03-24 G Earliest Effective Date: 11/01/2024

## Open Meeting/Record Bills

[HB 3780](#) [Duel, Collin \(F\)\(R\)](#) [Garvin, Jessica \(F\)\(R\)](#) Removes certain outdated language related to the Open Meetings Act and the COVID-19 pandemic.  
**Bill History:** 05-08-24 G Earliest Effective Date: 11/01/2024

## Workforce Dev. Bills

[HB 3595](#) [Hill, Brian\(R\)](#) [Alvord, Jerry \(F\)\(R\)](#) Charges the Employment Security Commission with making an online jobs center, requires the Commission to take measures to verify applicant eligibility, and requires applicants apply for a certain number of jobs per week to be eligible for benefits.  
**Bill History:** 05-22-24 G Earliest Effective Date: 11/01/2024

[HB 3597](#) [Hill, Brian\(R\)](#) [Paxton, Lonnie\(R\)](#) Removes certain responsibilities over the Governor's Council for Workforce and Economic Development from the Dept. of Commerce and charges the Employment Security Commission with developing the Work-Based Learning Program; EMERGENCY.  
**Bill History:** 04-30-24 G Earliest Effective Date: 04/23/2024

[SB 621](#) [Pugh, Adam\(R\)](#) [Hill, Brian\(R\)](#) Creates an Oklahoma Workforce Commission to coordinate programs and funds for workforce development in the state.  
**Bill History:** 06-12-23 G Earliest Effective Date: 08/24/2023

[SB 1447](#) [Thompson, Kristen \(F\)\(R\)](#) [Osburn, Mike\(R\)](#) Creates the Creating Oklahoma's Modern Plan for Economic Transformation and Effectiveness Act which establishes an Oklahoma Office of Economic Development, Growth and Expansion for business development; EMERGENCY.  
**Bill History:** 05-30-24 G Sent to the Governor



# Statewide Independent Living Council of Oklahoma Report

# State Plan For Independent Living (SPIL)

Rehabilitation Act of 1973, as Amended, Chapter 1,  
Title VII

Part B - INDEPENDENT LIVING SERVICES

Part C - Centers for Independent Living

State: Oklahoma

FISCAL YEARS: 2025-2027

Effective Date: 10/01/2024

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (ON 0985-0044). Public reporting burden for this collection of information is estimated to average 240 hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to receive financial assistance (Title VII of the Rehabilitation Act of 1973, as amended).

## EXECUTIVE SUMMARY

The State Plan for Independent Living (SPIL) is a three-year strategic plan that provides the framework for the delivery of Independent Living services in Oklahoma. The mission of the Oklahoma Independent Living Network is to promote and support full inclusion for people with disabilities

There are several partnerships that provide for the provision of Independent Living Services in Oklahoma. Notably, Oklahomans with disabilities serve as the lead of the consumer-controlled Independent Living services. The public input from Oklahomans with disabilities and consumers of Independent Living services has been received through public comment, townhalls, surveys, and other means has been incorporated and serves as the foundation of this SPIL. Other partners in the development and implementation of the SPIL include the following:

- 5 Centers for Independent Living (CILs) that provide direct services to Oklahomans with disabilities.
- The Oklahoma Statewide Independent Living Council (OKSILC) provides for the development, monitoring, and evaluation of the SPIL that establishes a framework and guides the Network's delivery of Independent Living services.
- The Oklahoma Department of Rehabilitation Services (OKDRS) serves as the Designated State Entity (DSE) and provides budget support, and oversight of state and federal resources.

Title VII, Chapter 1 of the Rehabilitation Act of 1973 (the Act), establishes the Independent Living Services and Centers for Independent Living programs. The purpose is to:

- promote the independent living philosophy, based on consumer control, peer support, self-help, self-determination, equal access and individual and systems advocacy;
- maximize the leadership, empowerment, independence and productivity of people with significant disabilities; and
- promote the integration and full inclusion of people with significant disabilities into the mainstream of American society.

The Independent Living Services Program, funded under Part B of Chapter 1 of the Act, makes available financial assistance for providing, expanding, and improving the provision of Independent Living services. The program also provides for the:

- development and support of the statewide network CILs;
- improvements in working relationships between the SILC, the CILs, and the DSE in each State; and
- collaboration among the Independent Living services program, the CILs, and other programs that address the needs of people with significant disabilities.

The State Plan for Independent Living (SPIL) contains three goals to achieve progress towards its mission to promote and support full inclusion for people with disabilities:

- People with disabilities can access the community-based resources and support needed to participate in their homes, work, schools, and communities.
- OKSILC members know the independent living philosophy and are knowledgeable about IL core services and other services provided by the Oklahoma CILs.
- OKSILC will provide feedback to the IL Network based on the IL Network's progress in achieving SPIL Objectives and Goals.

The SPIL contains objectives and action steps directed towards the achievement of these goals. The Oklahoma IL Network will utilize SPIL workgroups comprised of CIL staff, SILC members and the DSE to work on action steps. This unique setup will allow for a truly integrated approach to support Independent Living.

The SPIL must identify the DSE, and the DSE must sign the plan indicating agreement that it will serve as the DSE and fulfill all the responsibilities in Sec. 704(c) of the Act including complying with the assurances during the three-year period of this SPIL. The SILC prepares, in conjunction with the DSE, a plan for the provision of resources as may be necessary and sufficient to carry out the functions of the SILC (Sec 704(e)(1); 45 CFR 1329.15(c)).

Section 2 includes the scope of services provided, outreach related to unserved and underserved populations, coordination of services and cooperation among programs and organizations to support inclusive community living.

Section 3 is a detailed explanation of expansion of services and utilizing satellite offices to expand services available to unserved areas of the state, minimum funding levels for CILs, and distribution of funds.

Section 4 represents the Designated State Entity's (DSE) response to their administrative responsibilities related to the SPIL.

Section 5 includes the Statewide Independent Living Council's (SILC) establishment, autonomy, resource plan, appointment process, and staffing.

Section 6 provides legal certifications for the identified entities involved with authorities and responsibilities of the SPIL.

Section 7 identifies the DSE assurances and expresses the administrative role and responsibilities of the DSE.

Section 8 provides the SILC Assurances and Indicators of minimum compliance, detailing the functions, authorities, and requirements for operating as a SILC.

# Section 1: Mission, Goals, Objectives, and Activities

## 1.1 - MISSION

Mission of the Independent Living Network and the SPIL

The mission of the Oklahoma IL Network and the SPIL states that the Oklahoma IL Network will promote and support full inclusion for people with disabilities.

## 1.2 - GOALS

Goals of the SPIL

Goal #1: People with disabilities can access the community-based resources and support needed to participate in their homes, work, schools, and communities.

Goal #2: OKSILC members know the independent living philosophy and are knowledgeable about IL core services and other services provided by the OK CILs.

Goal #3: OKSILC will provide feedback to the IL Network based on the IL Network's progress in achieving SPIL Objectives and Goals.

## 1.3 - OBJECTIVES

Objectives for the three-year period of the plan – including geographic scope, desired outcomes, target dates, and indicators. Including compatibility with the purpose of Title VII, Chapter 1.

Goal #1: People with disabilities can access the community-based resources and support needed to participate in their homes, work, schools, and communities.

Objective #1.1: CIL Directors (or their representative) will review and revise the SPIL IL survey as needed.

### **Measurable Indicators:**

Indicator #1.1.1: 100% of CIL Directors review and approve the SPIL IL survey.

### **Other Objective info and/or Activities (optional):**

Activity #1.1.1: Review annually and as needed throughout the life of the SPIL.

**Geographic Scope:** Statewide

Objective #1.2: People with disabilities complete a SPIL IL survey to identify education and training to meet their needs so they can self-advocate.

### **Measurable Indicators:**

Indicator #1.2.1: 100% of the CILs gather survey responses.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.3: Each CIL will provide the full body of the OKSILC with a quarterly report on the identified needs from the surveys.

**Measurable Indicators:**

Indicator #1.3.1: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 1 (October - December) report is due no later than January 31st.

Indicator #1.3.2: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 2 (January - March) report is due no later than April 30th.

Indicator #1.3.3: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 3 (April - June) report is due no later than July 31st.

Indicator #1.3.4: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 4 (July - September) report is due no later than December 31st.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.4: Each CIL will provide, facilitate, or partner with local service agencies to provide education and training to consumers based on the identified needs.

**Measurable Indicators:**

Indicator #1.4.1: Number of education and training sessions/workshops

Indicator #1.4.2: Number of reviews collected from participants

Indicator #1.4.3: Number of partnerships created with other organizations to provide education and training sessions/workshops

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #1.5: Each CIL will provide the full body of the OKSILC with a quarterly report on coordinated or planned education and training sessions/workshops.

**Measurable Indicators:**

Indicator #1.5.1: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 1 (October - December) report is due no later than January 31st.

Indicator #1.5.2: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 2 (January - March) report is due no later than April 30th.

Indicator #1.5.3: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 3 (April - June) report is due no later than July 31st.

Indicator #1.5.4: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 4 (July - September) report is due no later than December 31st.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Goal #2: OKSILC members know the independent living philosophy and are knowledgeable about IL core services and other services provided by the OK CILs.

Objective #2.1: Each CIL will provide the full body of the OKSILC with a quarterly program performance report.

**Measurable Indicators:**

Indicator #2.1.1: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 1 (October - December) report is due no later than January 31st.

Indicator #2.1.2: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 2 (January - March) report is due no later than April 30th.

Indicator #2.1.3: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 3 (April - June) report is due no later than July 31st.

Indicator #2.1.4: 100% of the CILs that receive Part B funding submit a quarterly report to the full body of the OKSILC - QTR 4 (July - September) report is due no later than December 31st.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #2.2: At the request of the OKSILC Chair, CILs will provide education about the IL philosophy, IL core services and other services.

**Measurable Indicators:**

Indicator #2.2.1: The OKSILC Chair requests training/education from the list of topics available a minimum of eight weeks before the OKSILC board meeting.

Indicator #2.2.2: CILs present at their discretion, in-person, virtually, or pre-recorded, at OKSILC meetings no less than three times per year.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Objective #2.3: CIL Directors (or their representative) will create a list of topics available.

**Measurable Indicators:**

Indicator #2.3.1: 100% of CIL Directors approve the list of topics.

**Other Objective info and/or Activities (optional):**

**Geographic Scope:** Statewide

Goal #3: OKSILC will provide feedback to the IL Network based on the IL Network's progress in achieving SPIL Objectives and Goals.

Objective #3.1: The OKSILC will be an effective, coordinating, monitoring, and evaluating entity for the SPIL.

**Measurable Indicators:**

Indicator #3.1.1: Number of council meetings held per year: 4

Indicator #3.1.2: OKSILC will have a standing agenda item to review and discuss the SPIL at each quarterly meeting and SPIL reports will be sent in electronic or written format.

Indicator #3.1.3: Annual PPR report completed and submitted to Administration of Community Living (ACL).

Indicator #3.1.4: Annual 990 forms completed and filed.

Indicator #3.1.5: OKSILC will establish a workgroup to move the SPIL activities forward.



**Other Objective info and/or Activities (optional):**

Activity #3.1.1: \*Review and evaluate the SPIL and quarterly reports completed by CILs and OKSILC at OKSILC quarterly meetings and determine whether timelines are being met.\*Annually review the federal Program Performance Reports from all Oklahoma CILs listed in the SPIL at the end of each federal fiscal year. \*OKSILC will develop a strategy to ensure appointments to the council are made in a timely manner. Lead Organizations: Centers for Independent Living, Oklahoma Statewide Independent Living Council Potential Partners: Department of Rehabilitation Services

**Geographic Scope:** Statewide

**1.4 - EVALUATION**

OKSILC will allocate part of each quarterly meeting to evaluate SPIL. Quarterly reports from the Part B CILs will also be reviewed. In addition, OKSILC will review completed PPR documents both quarterly and annually.

CILs will develop some standard questions for IL Survey for all five CILs and will provide reports quarterly for review at OKSILC meetings. CILs will provide opportunities to have consumers complete a survey. There is an objective that will develop shared questions for survey. Survey responses will be shared with SILC (no identifying information).

CILs and SILC will provide reports at quarterly meetings about progress on various goals.

See chart below to determine responsible party.

**1.4 - EVALUATION**

Goal 1: People with disabilities can access the community-based resources and support needed to participate in their homes, work, schools, and communities.

| Timeline  | Objectives   | Data to be collected          | Data collection method                                 | Organization primarily responsible for data collection |
|---|--|-------------------------------|--|--|
| Annually throughout 3-year period                       | CIL Directors (or their representative) will review and revise the SPIL IL survey as needed.   | approved SPIL IL survey       | CIL Rep will send SPIL IL survey via email             | CIL  |
| Throughout 3-year period                                | People with disabilities complete a SPIL IL survey to identify education and training to meet their needs so they can self-advocate. | SPIL IL survey                | completed paper or electronic SPIL IL survey           | CIL  |
| Quarterly throughout 3-year period beginning 01/01/2025 | Each CIL will provide the full body of the OKSILC with a quarterly report on the identified needs from the surveys.                  | Results of the SPIL IL survey | CIL Rep will email reports to OKSILC per the following | CIL  |

| Timeline   | Objectives  | Data to be collected  | Data collection method  | Organization primarily responsible for data collection |
|--|---|---|---|--|
|  |   |   | schedule*<br>QT<br>R 1<br>(October - December)<br>report is due no later than January 31st *<br>QT<br>R 2<br>(January - March)<br>report is due no later than April 30th*<br>QT<br>R 3 (April - June)<br>report is due no later than July |  |
| October 1, 2026, through September 2027<br>(Years 2 and 3 of the SPIL) | Each CIL will provide, facilitate, or partner with local service agencies to provide education and training to consumers based on the identified needs. | Data collected from the SPIL IL survey will be compiled and used to determine how and where to provide training | completed paper or electronic SPIL IL survey  | CIL  |
| October 1, 2026, through September 2027<br>(Years 2 and 3 of the SPIL) | Each CIL will provide the full body of the OKSILC with a quarterly report on coordinated or planned education and training sessions/workshops.          | CIL planning activities for training and education based on SPIL IL   | CIL Rep will email reports to OKSILC per the following schedule*<br>QT<br>R 1<br>(October -   | CIL  |

| Timeline | Objectives | Data to be collected | Data collection method   | Organization primarily responsible for data collection |
|----------|------------|----------------------|--|--|
|          |            | survey results       | December) report is due no later than January 31st *<br>QT<br>R 2 (January - March) report is due no later than April 30th*<br>QT<br>R 3 (April - June) report is due no later than July |  |

Goal 2: OKSILC members know the independent living philosophy and are knowledgeable about IL core services and other services provided by the OK CILs.

| Timeline                           | Objectives   | Data to be collected               | Data collection method  | Organization primarily responsible for data collection |
|------------------------------------|--|------------------------------------|---|--|
| Quarterly throughout 3-year period | Each CIL will provide the full body of the OKSILC with a quarterly program performance report. | CIL programmatic and activity data | CIL Rep will email reports to OKSILC per the following schedule*<br>QTR 1 (October - December) report is due no later than January 31st *<br>QTR 2 (January - March) report is due no later than April 30th*<br>QTR 3 (April - June) report is due no later than July | CIL  |

| Timeline  | Objectives  | Data to be collected                            | Data collection method   | Organization primarily responsible for data collection |
|---|---|---|--|--|
| October 1, 2024, through September 2027.*At a minimum 1 time annually for a refresher course. | At the request of the OKSILC Chair, CILs will provide education about the IL philosophy, IL core services and other services. | Topics and Material used from the SILC Training | Emailing the data (topics, materials, attendance record/recordings) to CIL Rep a minimum of 8 weeks before the OKSILC Board Meeting. | CIL, SILC  |
| October 1, 2024, through September 2027.  | CIL Directors (or their representative) will create a list of topics available.   | Topic list                                      | CIL Rep will email topic list and registration to OKSILC   | CIL  |

Goal 3: OKSILC will provide feedback to the IL Network based on the IL Network's progress in achieving SPIL Objectives and Goals.

| Timeline                                 | Objectives   | Data to be collected                       | Data collection method          | Organization primarily responsible for data collection |
|--|--|--|---------------------------------|--|
| October 1, 2024, through September 2027. | The OKSILC will be an effective, coordinating, monitoring, and evaluating entity for the SPIL. | Discussion through SILC Quarterly meetings | Agenda item to discuss the SPIL | SILC   |

## 1.5 - PART I: FINANCIAL PLAN

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

Fiscal Year(s): 2025 - 2027 October 1, 2024 to September 30, 2027

| Sources | Projected Funding Amounts and Uses |             |                        |                       |                     |       |
|---------|------------------------------------|-------------|------------------------|-----------------------|---------------------|-------|
|         | SILC Resource Plan                 | IL Services | General CIL Operations | Other SPIL Activities | Retained by DSE for | TOTAL |
|         |                                    |             |                        |                       |                     |       |

|   |                 |            |                  |            |                 |                  |
|---|-----------------|------------|------------------|------------|-----------------|------------------|
|   |                 |            |                  |            | Admin.<br>Costs |                  |
| Title VII Funds                                       |                 |            |                  |            |                 |                  |
| Chapter 1, Part B                                     | \$49803         | \$0        | \$279842         | \$0        | \$18415         | \$348060         |
| Chapter 1, Part C                                     | \$0             | \$0        | \$1033788        | \$0        |                 | \$1033788        |
|   |                 |            |                  |            |                 | \$1381848        |
| Other Federal Funds                                   |                 |            |                  |            |                 |                  |
| Sec. 101(a)(18) of the Act (Innovation and Expansion) | \$65000         | \$0        | \$0              | \$0        |                 | \$65000          |
| Social Security Reimbursement                         | \$0             | \$0        | \$0              | \$0        |                 | \$0              |
| Other   | \$0             | \$0        | \$0              | \$0        |                 | \$0              |
|   |                 |            |                  |            |                 | \$65000          |
| Non-Federal Funds                                     |                 |            |                  |            |                 |                  |
| Part B State Match                                    | \$38673         | \$0        | \$0              | \$0        | \$0             | \$38673          |
| Other State Match for Funds in SPIL                   | \$0             | \$0        | \$0              | \$0        | \$0             | \$0              |
| State Funds   | \$0             | \$0        | \$0              | \$0        | \$0             | \$0              |
| Other   | \$0             | \$0        | \$0              | \$0        | \$3096          | \$3096           |
|   |                 |            |                  |            |                 | \$41769          |
| <b>TOTAL</b>  | <b>\$153476</b> | <b>\$0</b> | <b>\$1313630</b> | <b>\$0</b> | <b>\$21511</b>  | <b>\$1488617</b> |

## 1.5.2 - PART II: FINANCIAL PLANNING NARRATIVE

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

The Oklahoma Department of Rehabilitation Services is the Designated State Entity (DSE) that receives the federal and state funding and provides oversight and accounting. The Oklahoma Independent Living Network includes five centers that are primarily funded by a combination of funding from Title VII - both Part C and Part B. Other sources of funding are from state funds, grants, donations, and fee for service programs. *Only the Title VII, Subchapter C and B funds are included in the above totals.*

### Resource Plan Funding

- The funding from Title VII, Subchapter Part B for Oklahoma: \$348,060  
(FFY 25, 26, 27)

- The State of Oklahoma provides a 10% match requirement: \$38,673  
(FFY 25, 26, 27)

### **TOTAL \$386,733**

- The DSE retains 5 % of the funding total: \$ 21,511

(for expenses incurred for oversight and accounting.)

(FFY 25, 26, 27)

- The OKSILC Resource Plan retains 30% of the funding total: \$88,476 (for expenses incurred for operations and expenses)

(FFY 25, 26, 27)

- The OKSILC Resource Plan includes funding committed from the DSE \$65,000 from landE funds
- The remaining funds are divided among the five Oklahoma Centers for Independent Living: \$279,842

(FFY 25, 26, 27)

**TOTAL \$451,733**

### **Resource Plan**

The Oklahoma Statewide Independent Living Council (OKSILC) Resource Plan has been created to comply with State and Federal regulations and the needs of Oklahomans.

The DSE receives Part B funding in order for the Oklahoma Statewide Independent Living Council (OKSILC), to continue the collaborative efforts of the SPIL and fulfill the duties and authorities in Section 705 of the ACT.

The amount of Part B funds included in the OKSILC Resource Plan is 30% of the Part B funds (including matching State General Funds).

- In FFY 25, OKSILC will receive the following:

Chapter 1, Part B funds totaling \$88,476

landE funds totaling \$65,000

The same amount will continue for consecutive years FFY 26 and FFY 27.

### **Fiscal Plan**

- **Ability Resources** Executive Director: Carlotta Lawson

110 West 7th Street, Suite 200

Tulsa, OK 74119-1009

Phone: (918) 592-1235

Chapter 1, Part C Funding: \$253,325

- **Service Area:** The Federal Service area is Rogers, Osage, Creek, Wagoner, and Tulsa counties. The Case Management service area is Okmulgee, Tulsa, Rogers, and Wagoner counties. The INCOG Area Agency on Aging service area is Tulsa, Creek, and Osage counties. The Part B service area is the same as the federal Part C area.

- *Source(s) of Funding:* Federal, Medicaid Waiver-Advantage Program, INCOG Area Agency on Aging, Tulsa Area United Way (TAUW), Public Health Workforce funding, Part B, foundation support, fundraising events.
- *Oversight Process by source of funds and oversight entity:* Federal Part C - ACL, Public Health Workforce funding - ACL, Case Management Medicaid Waiver/Advantage Program - OKDHS Medicaid Services Unit, INCOG Area Agency on Aging, Tulsa Area United Way (TAUW) - TAUW, Part B - OKDRS/DSE.

- **Dynamic Independence** Executive Director: Carl Haws

1110 SE Frank Phillips Blvd.

Bartlesville, OK 74003

Phone: (918) 335-1314

Chapter 1, Part C Funding: \$129,833

- *Service Area:* Washington, Craig and Nowata counties.
- *Source(s) of Funding:* Title VII, Chapter 1 Parts B and C, fundraising events
- *Oversight Process by source of funds and oversight entity:* Part C - ACL, Part B - OKDRS/DSE.

- **Oklahomans for Independent Living** Executive Director: Pamela Pulchny 201 East Cherokee Ave.

McAlester, OK 74501-5113

Phone: (918) 426-6220

Chapter 1, Part C Funding: \$198,149

- *Service Area:* The Federal Service area is Atoka, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, LeFlore, McCurtain, McIntosh, Okfuskee, Pittsburg, and Pushmataha counties; Transportation is in Pittsburg county.
- *Source(s) of Funding:* Title VII, Chapter 1 Part B and C, Public Health Workforce Funding, Medicaid Waiver-Advantage Program, Oklahoma Department of Transportation, City of McAlester, Fee for Service, foundation support and fundraising activities.
- *Oversight Process by source of funds and oversight entity:* Federal Part C and Public Health Workforce Funding - ACL; Part B - OKDRS/DSE; Case Management Medicaid Waiver: OKDHS-Medicaid Services Unit, Oklahoma Department of Transportation, City of McAlester.

- **Progressive Independence** Executive Director: Jeff Hughes

121 North Porter Avenue

Norman, OK 73071

Phone (405) 321-3203

Chapter 1, Part C Funding: \$252,298

- *Service Area:* Logan, Oklahoma, Canadian, Pottawatomie, Comanche, and Cleveland counties.
- *Source(s) of Funding:* Title VII, Chapter 1 Parts B and C, Foundations, Medicaid Managed Care Organizations, fundraising.
- *Oversight Process by source of funds and oversight entity:* PI Board of Directors, Centene, CareSource, Anthem, DD Council, AAPD, HSC Foundation, OK Center for Non-Profits, Borealis Foundation.

- **Sandra Beasley Independent Living Center** Executive Director: Frieda Kliewer- Dow

705 South Oakwood Road, Suite B-1

Enid, OK 73703

Phone (580) 237-8508

Chapter 1, Part C Funding: \$200,183

- *Service Area:* Garfield, Noble, Alfalfa, Logan, Major, Grant, Kay and Kingfisher counties.
- *Source(s) of Funding:* Title VII, Chapter 1 Parts B and C.
- *Oversight Process by source of funds and oversight entity:* Part C - ACL, Part B - DRS/DSE.

## Section 2: Scope, Extent and Arrangements of Services

### 2.1 - SERVICES

Services to be provided to persons with significant disabilities that promote full access to community life including geographic scope, determination of eligibility, and statewide reach.

#### Core Independent Living Services: Information and referral

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

#### Core Independent Living Services: IL skills training

|                                 |     |
|---------------------------------|-----|
| Is this service being provided? | Yes |
|---------------------------------|-----|



|   |     |
|---|-----|
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Core Independent Living Services: Peer counseling**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Core Independent Living Services: Individual and systems advocacy**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Transition Services: Transition from nursing homes and other institutions**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Transition Services: Diversion from institutions**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Transition Services: Transition of youth (who were eligible for an IEP) to post-secondary life**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Counseling services, including psychological, psychotherapeutic, and related services**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |

|             |     |
|-------------|-----|
| Provided By | CIL |
|-------------|-----|

**Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with disabilities)Note: CILs are not allowed to own or operate housing.**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Rehabilitation technology**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Mobility training**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Personal assistance services, including attendant care and the training of personnel providing such services**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation and other support services**

|                                 |     |
|---------------------------------|-----|
| Is this service being provided? | Yes |
|---------------------------------|-----|

|   |     |
|---|-----|
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Consumer information programs on rehabilitation and independent living services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Education and training necessary for living in the community and participating in community activities**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Supported living**Note: CILs are not allowed to own or operate housing.

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Physical rehabilitation**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Therapeutic treatment**

|                                 |     |
|---------------------------------|-----|
| Is this service being provided? | Yes |
|---------------------------------|-----|

|   |     |
|---|-----|
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Provision of needed prostheses and other appliances and devices**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Individual and group social and recreational services**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Services for children**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance, of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with disabilities**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Community awareness programs to enhance the understanding and integration into society of individuals with disabilities**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

**Such other necessary services as may be necessary and not inconsistent with the Act**

|   |     |
|---|-----|
| Is this service being provided?                   | Yes |
| Provided using Title VII, Chapter 1 Part B funds? | Yes |
| Provided using other funds?                       | Yes |
| Provided By                                       | CIL |

## 2.1 - OPTIONAL MAP ATTACHMENT

Uploaded Document Name

## 2.2 - OUTREACH TO UNSERVED AND UNDERSERVED POPULATIONS

The term served is defined as any resident of any county in the state who has access to Independent Living Services which they consider to be suitable to address their needs and goals.

The term "unserved and underserved" includes populations such as individuals who are:

- from racial and ethnic minority backgrounds
- disadvantaged
- those with limited English proficiency
- individuals from underserved geographic areas (rural or urban)
- institutionalized
- underrepresented disability types in CIL service areas
- people receiving sub-minimum wage

Description of Underserved and Unserved: The Oklahoma IL Network recognizes that all counties and areas currently served by a Center for Independent Living are underserved. There are five Centers for Independent Living in the state, none of which operates at the minimum funding level of \$750,000 Part C funds. Therefore, the Independent Living needs in the service areas are greater than the resources and capacity available. The Centers for Independent Living continue to diversify funding

sources and secure private sources of funding. It is important for Oklahoma CILs to secure additional funding to ensure they can meet the needs and serve the counties and populations within their current service areas and priorities. The fact remains that as long as the CILs continue to be underfunded, the current service areas and populations will also continue to be underserved.

Oklahoma has 42 counties that are not included in the service areas of the existing 5 CILs so we have many unserved and underserved areas. Those counties include Adair, Beaver, Beckham, Blaine, Bryan, Caddo, Carter, Cherokee, Cimarron, Cotton, Custer, Delaware, Dewey, Ellis, Garvin, Grady, Greer, Harman, Harper, Jackson, Jefferson, Kiowa, Lincoln, Love, Marshall, Mayes, McIntosh, Murray, Muskogee, Ottawa, Pawnee, Payne, Pontotoc, Roger Mills, Seminole, Sequoyah, Stephens, Texas, Tillman, Washita, Woods, and Woodward. In addition, the 35 counties that are in the service areas of the 5 CILs have populations that are unserved/underserved.

Unserved Counties: 42 of 77 Oklahoma counties are not served by a Center for Independent Living. The CILs are aware there are unmet needs in those areas because there are requests for services. It should be noted that CILs provide Information and Referral services to individuals in unserved counties at their request.

## 2.3 - COORDINATION

Plans for coordination of services and cooperation between programs and organizations that support community life for persons with disabilities.

- CILs will pursue, foster, and develop partnerships and collaborations with other service providers such as universities, developmental disability agencies, public health entities, Oklahoma Department of Human Services, Department of Health, state organizations and agencies handling housing, community mental health centers, transportation councils, tribal VR programs, and veteran's programs.
- No later than 48 hours prior to the quarterly meeting, OKSILC will provide each CIL a copy of the agenda and meeting materials.
- CILs will participate (in-person or virtually) at OKSILC quarterly meetings.
- OKSILC holds a seat on and attends the State Rehabilitation Council meetings.
- OKSILC will include a report from the SPIL workgroup as a standing agenda item.
- OKSILC will create and support a SPIL evaluation workgroup consisting of a minimum of 3 CIL EDs, the CIL Rep, #\_\_ SILC members - including at least one officer and a member-at-large.

# Section 3: Network of Centers

## 3.1 - EXISTING CENTERS

Current Centers for Independent Living including: legal name, geographic area and counties served, and source(s) of funding. Oversight process, by source of funds, and oversight entity.

## 3.1 - EXISTING CENTERS

Ability Resources, Inc.

Counties Served: Creek, Okmulgee, Osage, Rogers, Tulsa, Wagoner

All Sources of Funding:

Title VII Chapter 1, Part B Oversight Process: CIL submits monthly reimbursement invoices  
Title VII Chapter 1, Part C Oversight Process: CIL submits CIL PPR to ACL/OILP  
Other Federal Funds - include examples (CDC, PHWF, etc.)  
Oversight Process: CIL submits CIL PPR to ACL/OILP  
State Funds Oversight Process: CIL submits CM Billing and completes annual audits as required  
Other Non-Federal Funds Oversight Process: CIL submits annual reports as directed

Oversight Entity: DSE, ACL/OILP, Other (OKDHS Medicaid Services Unit, INCOG Area Agency on Aging, Tulsa Area United Way)

SPIL Signatory: Yes

County Services

Creek (Full Services) Okmulgee (Limited Services) Osage (Full Services) Rogers (Full Services) Tulsa (Full Services) Wagoner (Full Services)

Dynamic Independence

Counties Served: Craig, Nowata, Washington

All Sources of Funding:

Title VII Chapter 1, Part B Oversight Process: CIL submits monthly reimbursement invoices  
Title VII Chapter 1, Part C Oversight Process: CIL submits CIL PPR to ACL/OILP  
Other Federal Funds - include examples (CDC, PHWF, etc.)  
Oversight Process: CIL submits CIL PPR to ACL/OILP  
Other Non-Federal Funds Oversight Process: CIL submits annual reports as directed

Oversight Entity: DSE, ACL/OILP

SPIL Signatory: Yes

County Services

Craig (Full Services) Nowata (Full Services) Washington (Full Services)

Oklahomans for Independent Living

Counties Served: Atoka, Choctaw, Coal, Haskell, Hughes, Johnston, Latimer, Le Flore, McCurtain, Okfuskee, Pittsburg, Pushmataha

All Sources of Funding:

Title VII Chapter 1, Part B Oversight Process: CIL submits monthly reimbursement invoices  
Title VII Chapter 1, Part C Oversight Process: CIL submits CIL PPR to ACL/OILP  
Other Federal Funds - include examples (CDC, PHWF, etc.)  
Oversight Process: CIL submits CIL PPR to ACL/OILP  
State Funds Oversight Process: CIL submits CM Billing and completes annual audits as required  
Other Non-Federal Funds Oversight Process: CIL submits reports quarterly and invoices

Oversight Entity: DSE, DSE and ACL/OILP, ACL/OILP, Other (OKDHS-Medicaid Services Unit, Oklahoma Department of Transportation, City of McAlester)

SPIL Signatory: Yes

County Services

Atoka (Full Services) Choctaw (Full Services) Coal (Full Services) Haskell (Full Services) Hughes (Full Services) Johnston (Full Services) Latimer (Full Services) Le Flore (Full Services) McCurtain (Limited Services) Okfuskee (Full Services) Pittsburg (Limited Services) Pushmataha (Full Services)

## Progressive Independence

Counties Served: Canadian, Cleveland, Logan, McClain, Oklahoma, Pottawatomie, Comanche

All Sources of Funding:

Title VII Chapter 1, Part B Oversight Process: CIL submits monthly reimbursement invoices  
Title VII Chapter 1, Part C Oversight Process: CIL submits CIL PPR to ACL/OILP  
Other Federal Funds - include examples (CDC, PHWF, etc.)  
Oversight Process: CIL submits CM Billing and completes annual audits as required  
Other Non-Federal Funds Oversight Process: CIL Submits report to ACL and Centene

Oversight Entity: DSE and ACL/OILP, Other (PI Board of Directors, Centene, CareSource, Anthem, DD Council, AAPD, HSC Foundation, OK Center for Non-Profits, Borealis Foundation)

SPIL Signatory: Yes

County Services

Canadian (Full Services) Cleveland (Full Services) Logan (Full Services) McClain (Full Services) Oklahoma (Full Services) Pottawatomie (Full Services) Comanche (Limited Services)

Sandra Beasley Independent Living Center

Counties Served: Alfalfa, Garfield, Grant, Kay, Kingfisher, Logan, Major, Noble

All Sources of Funding:

Title VII Chapter 1, Part B Oversight Process: CIL submits monthly reimbursement invoices-CIL submits monthly reimbursement invoices  
Title VII Chapter 1, Part C Oversight Process: CIL submits CIL PPR to ACL/OILP

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Alfalfa (Full Services) Garfield (Full Services) Grant (Full Services) Kay (Full Services) Kingfisher (Full Services) Logan (Full Services) Major (Full Services) Noble (Full Services)

## 3.1 - EXISTING CENTERS

### CIL Network

Explain the criteria for defining the CIL network, bearing in mind that those CILs included in the network should be those eligible to sign the SPIL.

The Oklahoma Independent Living Network is comprised of the five Oklahoma Centers for Independent Living (OKACIL) and the Oklahoma Statewide Independent Living Council.

The Oklahoma Centers for Independent Living responds to SPIL Evaluation recommendations, and discusses emerging needs related to Independent Living Services for Oklahomans who have disabilities. All of Oklahoma CILs are eligible and participate as SPIL Signatories, in addition to contributing to the development of the SPIL. All of Oklahoma's CILs are Part C-funded, with oversight from Administration for Community Living. The Oklahoma Department of Rehabilitation Services, who acts as the Designated State Entity, serves as a pass-through entity for all Part B grant funds, and who further allocates these funds in accordance with SPIL objectives. All of Oklahoma's CILs receive Part B and correlating State Match funding, in accordance with SPIL objectives.

## 3.2 - EXPANSION AND ADJUSTMENT OF NETWORK



Plan and priorities for use of funds, by funding source, including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding, and methodology for distribution of funds. Use of funds to build capacity of existing Centers, establish new Centers, and/or increase the statewide reach of the Network.(Follow the instructions in Title VII, Part C of the Rehabilitation Act of 1973, as amended.)

Definition of served, unserved, and underserved.

The term served is defined as any resident of any county in the state who has access to Independent Living Services which they consider to be suitable to address their needs and goals.

The term "unserved and underserved" includes populations such as individuals who are:

- from racial and ethnic minority backgrounds
- disadvantaged
- those with limited English proficiency
- individuals from underserved geographic areas (rural or urban)
- institutionalized
- underrepresented disability types in CIL service areas
- people receiving sub-minimum wage

Minimum funding level for a Center and formula/plan for distribution of funds to ensure that each Center receives at least the minimum.

The Oklahoma IL Network strongly believes that communities are best served by Centers for Independent Living (CILs), which have strong philosophical, programmatic, and financial underpinnings. Based on the National Council for Independent Living Five for Five campaign, the Oklahoma IL Network has adopted the figure of \$750,000 as the minimum funding level to establish a new Part C funded CIL.

Priorities for establishment of new CIL(s).

1. After all Oklahoma CILs are at the Part C minimum funding level of \$750,000
2. The IL Network will welcome a competitive process for starting a new CIL

Action/process for distribution of funds relinquished or removed from a Center and/or if a Center closes.

After all due process efforts are exhausted (45 CFR 1329.7), the following describes the action/process for distributing funds relinquished or removed from a Center or if a Center closes.

- The first priority of the Oklahoma IL Network is to ensure that the counties in the respective CIL's service area remain covered.
- The IL Network would request that ACL issue a request for proposal (RFP) to the existing CILs with the intent to continue to provide services in the counties affected. Part B dollars would be handled in the same manner.

Plan to build capacity of existing CILs and/or expand statewide reach by establishing branch offices and/or satellites of existing CILs.

The Oklahoma IL network recognizes the need for increased capacity to serve the needs of Oklahomans with disabilities in unserved/underserved communities. Oklahoma does not anticipate any expansions or adjustments to CIL service areas until each CIL is at the Part C minimum funding level of \$750,000.

Plan/formula for distribution of new funds (Part B, Part C, one-time funds, etc.)

- If an increase in regular appropriations of Part C funds becomes available in the state of Oklahoma, the first priority of the Oklahoma IL Network is to bring all Oklahoma CILs up to the minimum funding level of \$750,000.
- Once each CIL is at \$750,000, any remaining funds will be distributed among all Oklahoma CILs according to the existing per capita formula. When all Oklahoma CILs are at the minimum funding level, and if sufficient funding is available to start a new CIL, Oklahoma CILs will welcome a competitive process for starting a new Part C-funded CIL in the state, in accordance with the regulations governing such activities.
- If a one-time increase in Part C funds becomes available, the priority of the Oklahoma IL Network is to bring Oklahoma CILs up to the minimum funding level of \$750,000. Remaining funds after each CIL reaches \$750,000 will be distributed among all Oklahoma CILs according to the existing per capita formula.
- If an increase in regular appropriations of Part B funds becomes available, those funds, along with the correlating State Match Funding, will be distributed evenly among all Oklahoma CILs to enhance efforts related to SPIL.
- If a one-time increase in part B funds becomes available, the funds will be distributed evenly among all Oklahoma CILs.

Plan/formula for adjusting distribution of funds when cut/reduced.

- Should there be a decrease in regular appropriations, the priority of the Oklahoma IL Network is to ensure that all CILs are able to remain operational.
- For CILs not at the Part C minimum funding level of \$750,000, the first priority will be to keep their existing funding intact without reduction.
- The second priority is to keep CILs who are at or above the Part C minimum funding level of \$750,000, will remain at their current funding level.
- Should it become necessary, the Oklahoma IL Network will reassess and reprioritize the use and distribution of Part B funds to support the continued operations of CILs.

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network. State the needed change(s) as concretely and succinctly as possible.

The Oklahoma IL Network does not anticipate any changes to CIL service areas and/or funding levels to accommodate expansion and/or adjustment of the Network.

Temporary Changes (if applicable) Other (if applicable)

Annually, the Oklahoma CILs and the DSE will meet at least once in June to discuss and review Part B contracts. These meetings are intended to ensure mutual understanding of the contracts and provide an opportunity for the Oklahoma CILs to discuss desired changes to their contracts.

The CILs intend to engage the DSE in June 2024 to negotiate moving Part B contracts from cost reimbursement to fixed price. See 2 CFR 200.305(b)(1).

## Section 4: Designated State Entity

### 4.0 - DESIGNATED STATE ENTITY

Oklahoma Department of Rehabilitation Services will serve as the entity in Oklahoma designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State.

## 4.1 - DSE RESPONSIBILITIES

1. receive, account for, and disburse funds received by the State under this chapter based on the plan;
2. provide administrative support services for a program under Part B, and a program under Part C in a case in which the program is administered by the State under section 723;
3. keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
4. submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
5. retain not more than 5 percent of the funds received by the State for any fiscal year under Part B for the performance of the services outlined in paragraphs (1) through (4).

## 4.2 - ADMINISTRATION AND STAFFING: DSE ASSURANCES

Administrative and staffing support provided by the DSE.

The DSE doesn't provide staffing support to the SILC.

The DSE shall retain no more than 5% of the Part B funding and provide a State Match as required by Federal legislation. The SILC shall retain no more than 30% of the combined Part B and State Match, and the balance thereafter will be divided equally among the State's five (5) Centers for Independent Living.

## 4.3 - STATE-IMPOSED REQUIREMENTS

State-imposed requirements contained in the provisions of this SPIL including:

- State law, regulation, rule, or policy relating to the DSE's administration, funding, or operation of IL programs and/or establishment, funding, and operations of the SILC
- Rule or policy implementing any Federal law, regulation, or guideline that is beyond what would be required to comply with 45 CFR 1329
- That limits, expands, or alters requirements for the SPIL

The OKSILC was established out of Federal requirements/initiatives due to the 1992 Amendments. The OKSILC then initiated state law under State Statute 56-625.2 in the 2nd Session of the 47th Legislature in 2000. No state funding has ever been realized through this though to address the ongoing underserved/underserved geographical areas and populations, i.e. the Western part of the state and nursing home transition. The OKSILC was incorporated as a non-profit on February 28, 2007, has received 501 (c)(3) status from the Internal Revenue Service, and is independent of all State agencies, including the DSE. OKSILC is governed by a board of directors with members appointed by the Governor of the State of Oklahoma. OKSILC is comprised of at least 51% of people with disabilities. OKSILC's office is located separate from the DSE. The OKSILC board is responsible to select and supervise its staff, establish and manage its budget, draft its own Bylaws and Policies, and set and carryout priorities and activities without any outside influence or interference.

The DSE has committed \$65,000 Innovation and Expansion funds for FFY 2025, FFY 2026, FFY 2027

The OKSILC resource plan also includes:

\$88,476 Part B funds for FFY 2025

\$88,476 Part B funds for FFY 2026

\$88,476 Part B funds for FFY 2027

The Statewide Independent Living Council of Oklahoma, Inc. (OKSILC) was established as a not-for-profit corporation to coordinate the functions related to the planning, monitoring, and evaluation of the State Plan for Independent Living (SPIL) and other authorities as described in Section 705 of the Rehabilitation Act of 1973, as amended. OKSILC will maintain staff and an office commensurate to the efforts necessary to carry out the work of the Council.

The resource plan outlined above identifies the federal and state funds provided by the DSE for the operation and management of OKSILC in accordance with its federally designated duties and authorities.

The Resource Plan supports management and operation of the OKSILC, including but not limited to, staff, maintaining not for profit 501(c)3 status, contractual services necessary to meet the designated duties and authorities of a SILC, board training and development, and travel costs to and from conferences, meetings, trainings, etc., reasonable accommodations for members and staff, as well as partnering/sponsorships with other disability organizations and entities. The OKSILC resource plan will be reevaluated each fiscal year to ensure this amount is adequate, necessary, and sufficient for the accomplishment of the SILC's duties and authorities. OKSILC is autonomous from the DSE and any other organization, entity or agency, and is responsible to manage its own budget.

## 4.4 - GRANT PROCESS and DISTRIBUTION OF FUNDS

Grant processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds.

Instructions: Describe the processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds including: (all of the following are required)

Process for soliciting proposals

The DSE receives the grant award from the awarding entity. The Independent Living, Part B funds are a formula grant and the funds are automatically awarded to the State. The distribution of funds are defined in the SPIL and the DSE will initiate contracts to all the eligible CIL's and the SILC once funding has been received from the granting authority. Monthly invoices are submitted to the DSE for payment against the contracts. Carryover funds, if allowable, are distributed in the same manner.

Development of format for proposals

The SILC, DSE and the CILs met during a SPIL development meeting and agreed on the amounts for the SILC Resource Plan.

Process for reviewing proposals and who reviewers will be

Eligible CILs submit a proposal contract budget to the DSE indicating and identifying planned administrative costs for the full contract year. The DSE fiscal staff, the contract monitor and the IL Network liaison serve as reviewers for all contracts. Upon recommendation of the above-mentioned staff, the Executive Director of the DSE approves the contracts.

Process for evaluating performance and compliance of grantees

The IL Network liaison completes a Supplier Performance Evaluation Form for each eligible CIL on an annual basis.

## 4.5 - OVERSIGHT PROCESS FOR PART B FUNDS

The oversight process to be followed by the DSE.

The DSE's Financial Unit compares invoices against each eligible CIL's budget prior to payment. The Financial Unit contacts the IL Network liaison if budget revisions are required. The IL Network liaison stays informed by attending all SILC quarterly meetings.

## 4.6 - 722 VS. 723 STATE

722 State

# Section 5: Statewide Independent Living Council (SILC)

## 5.1 - ESTABLISHMENT OF SILC

How the SILC is established and SILC autonomy is assured.

The OKSILC was established out of Federal requirements/initiatives due to the 1992 Amendments. The OKSILC then initiated state law under State Statute 56-625.2 in the 2nd Session of the 47th Legislature in 2000. No state funding has ever been realized through this though to address the ongoing underserved/underserved geographical areas and populations, i.e. the Western part of the state and nursing home transition. The OKSILC was incorporated as a non-profit on February 28, 2007, has received 501 (c)(3) status from the Internal Revenue Service, and is independent of all State agencies, including the DSE. OKSILC is governed by a board of directors with members appointed by the Governor of the State of Oklahoma. OKSILC is comprised of at least 51% of people with disabilities. OKSILC's office is located separate from the DSE. The OKSILC board is responsible to select and supervise its staff, establish and manage its own budget, draft its own Bylaws and Policies, and set and carryout priorities and activities without any outside influence or interference.

## 5.2 - SILC RESOURCE PLAN

Resources (including necessary and sufficient funding, staff/administrative support, and in-kind), by funding source and amount, for SILC to fulfill all duties and authorities.

Funding sources may include "Innovation and Expansion (landE) funds authorized by 29 U.S.C. 721(a)(18); Independent Living Part B funds; State matching funds; [state allotments of Vocational Rehabilitation funding;] other public funds (such as Social Security reimbursement funds); and private sources."

The DSE has committed \$65,000 landE funds for FFY 2025, FFY 2026, FFY 2027

The OKSILC resource plan also includes:

\$88,476 Part B funds for FFY 2025

\$88,476 Part B funds for FFY 2026

\$88,476 Part B funds for FFY 2027

These monies are for the general operation of the OKSILC. This includes staff/personnel costs, council member expenses and travel, meeting expenses, and funds for training staff and council members.

The Statewide Independent Living Council of Oklahoma, Inc. (OKSILC) was established as a not-for-profit corporation to coordinate the functions related to the planning, monitoring, and evaluation of the State Plan for Independent Living (SPIL) and other authorities as described in Section 705 of the Rehabilitation Act of 1973, as amended. OKSILC will maintain staff and an office commensurate to the efforts necessary to carry out the work of the Council.

The resource plan outlined above identifies the federal and state funds provided by the DSE for the operation and management of OKSILC in accordance with its federally designated duties and authorities.

The Resource Plan supports management and operation of the OKSILC, including but not limited to, staff, maintaining not for profit 501(c)3 status, contractual services necessary to meet the designated duties and authorities of a SILC, board training and development, and travel costs to and from conferences, meetings, trainings, etc., reasonable accommodations for members and staff, as well as partnering/sponsorships with other disability organizations and entities. The OKSILC resource plan will be reevaluated each fiscal year to ensure this amount is adequate, necessary, and sufficient for the accomplishment of the SILC's duties and authorities. OKSILC is autonomous from the DSE and any other organization, entity or agency, and is responsible to manage its own budget.

Process used to develop the Resource Plan.

The SILC, DSE and the CILs met during a SPIL development meeting and agreed on the amounts for the SILC Resource Plan.

Process for disbursement of funds to facilitate effective operations of SILC.

As an independent and autonomous organization, OKSILC is responsible for management of its budget and any expenditures. OKSILC agrees, as follows, to be responsible for establishing and maintaining adequate procedures and internal financial controls governing the management and utilization of funds provided hereunder which will be in the form pursuant to generally accepted accounting procedures. OKSILC will manage all of its own inner-workings of the organization without interference from the DSE or any other agency or organization.

In addition, the OKSILC has in place fiscal policies and procedures which address internal controls, safe-guarding assets, expenditures, cash receipts, cash disbursements, bank statement reconciliation, compliance with all federal and state laws and regulations, and the annual budget process. Budget revisions are made, as needed, when new funding is received during the fiscal year.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan.

NA

## 5.3 - MAINTENANCE OF SILC

How State will maintain the SILC over the course of the SPIL.

Instructions: Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Indicate who appoints members to the SILC, how the State ensures that the SILC composition and qualification requirements are met, how the chair is selected, how term limits are maintained, and how SILC vacancies are filled. Describe how the specific SILC-staffing requirements listed in the SPIL Instrument will be addressed. Concisely describe or cite relevant written policies, procedures, by-laws, technical assistance, and monitoring activities, or other practices.

Describe how the State will ensure that: (all of the following are required)

The SILC is established and operating

**OKSILC Membership Eligibility:** All residents of the State of Oklahoma shall be eligible to apply for appointment to the OKSILC board of directors.

**OKSILC Membership Applications:** The link for the application for membership shall be available on the OKSILC website and sent from the OKSILC office whenever requested.

The SILC board elects the Chair and term limits are spelled out in the federal language that SILC follows. The Board of Directors of the OKSILC are responsible for hiring, supervision and removal of the Executive Director. The Executive Director is responsible for hiring, evaluating, and supervising other staff, if the budget allows and the Board of Directors approves. The Executive Director has the responsibility of managing the day-to-day operations including carrying out the policies and goals of the OKSILC. The Executive Director shall attend all Executive Committee and Council meetings as well as other meetings as directed by the Executive Committee. The Executive Committee is responsible for the Executive Director's annual evaluation.

Prospective SILC applicants may also elect to apply directly through the Governor's Office of Appointments online at [http://www.ok.gov/governor/Serve\\_Oklahoma/index.html](http://www.ok.gov/governor/Serve_Oklahoma/index.html)

Appointments are made in a timely manner to keep the SILC in compliance with the Act

**Application Review:** The Governor's appointment office will review all applications, The OKSILC Executive Director will work with the Governor's staff to answer questions, provide information, and to facilitate the appointment process. The Executive Director will contact the applicant and assure they understand the requirements of serving on OKSILC and the time required for meetings and committees. The Governor's office makes final appointments to the OKSILC.

The SILC is organized in a way to ensure it is not part of any state agency

OKSILC operates separate from any state agency. OKSILC maintains its own office and prepares its own budget, autonomous of any other entity.

The SILC has the autonomy necessary to fulfill its duties and authorities, including “[working] with CILs to coordinate services with public and private entities, . . . conducting resource development, and performing such other functions . . . as the [SILC] determines to be appropriate

As an independent and autonomous organization, OKSILC has resources to fulfill its duties and authorities, including working with the CILs to coordinate services, conduct our own resource development and perform other duties and function as the OKSILC deems to be appropriate. OKSILC is responsible for management of its budget and any expenditures. OKSILC agrees, as follows, to be responsible for establishing and maintaining adequate procedures and internal financial controls governing the management and utilization of funds provided hereunder which will be in the form pursuant to generally accepted accounting procedures. OKSILC will manage all of its own inner-workings of the organization without interference from the DSE or any other agency or organization.

In addition, the OKSILC has in place fiscal policies and procedures which address internal controls, safe-guarding assets, expenditures, cash receipts, cash disbursements, bank statement reconciliation, compliance with all federal and state laws and regulations, and the annual budget process. Budget revisions are made, as needed, when new funding is received during the fiscal year.

Necessary and sufficient resources are provided for the SILC Resource Plan to ensure the SILC has the capacity to fulfill its statutory duties and authorities

The SILC receives a portion of the Part B allotment and discussion with the DSE identifies land E projects to fully execute the SILC resource plan.

## Section 6: Legal Basis and Certifications

## 6.1 - DESIGNATED STATE ENTITY

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Oklahoma Department of Rehabilitation Services.

Authorized representative of the DSE Melinda Freundt. Title: Director.

## 6.2 - STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)

The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is Oklahoma Statewide Independent Living Council.

## 6.3 - CENTERS FOR INDEPENDENT LIVING (CILS)

The Centers for Independent Living (CILs) eligible to sign the SPIL, a minimum of 51% whom must sign prior to submission, are:

Ability Resources, Inc.

Dynamic Independence

Oklahomans for Independent Living

Progressive Independence

Sandra Beasley Independent Living Center

### 6.4.A

The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living.

Yes

### 6.4.B

The SILC and CILs may legally carryout each provision of the SPIL.

Yes

### 6.4.C

State/DSE operation and administration of the program is authorized by the SPIL.

Yes

# Section 7: DSE Assurances

## DSE ASSURANCES

Melinda Freundt acting on behalf of the DSE Oklahoma Department of Rehabilitation Services located at:

Street: 3535 NW 58th Street, Suite 500

City: Oklahoma City

State: OK

Zip Code: 73112



## 7.1

The DSE acknowledges its role on behalf of the State, as the fiscal intermediary to receive, account for, and disburse funds received by the State to support Independent Living Services in the State based on the plan;

## 7.2

The DSE will assure that the agency keeps appropriate records, in accordance with federal and state law, and provides access to records by the federal funding agency upon request;

## 7.3

The DSE will not retain more than 5 percent of the funds received by the State for any fiscal year under Part B for administrative expenses;

## 7.4

The DSE assures that the SILC is established as an autonomous entity within the State as required in 45 CFR 1329.14;

## 7.5

The DSE will not interfere with the business or operations of the SILC that include but are not limited to:

1. Expenditure of federal funds
2. Meeting schedules and agendas
3. SILC board business
4. Voting actions of the SILC board
5. Personnel actions
6. Allowable travel
7. Trainings

## 7.6

The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:

1. If the SILC informs the DSE that the SILC wants to utilize DSE staff, the DSE assures that management of such staff with regard to activities and functions performed for the SILC is the sole responsibility of the SILC in accordance with Sec. 705(e)(3) of the Act (Sec. 705(e)(3), 29 U.S.C.796d(e)(3)).

## 7.7

The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;

## 7.8

The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:

1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
3. The DSE will accept requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

## DSE SIGNATURE SECTION

Melinda Freundt

Name of DSE director/authorized representative

Title of DSE director/authorized representative

Electronic Signature

Date

# Section 8: Statewide Independent Living Council (SILC) Assurances and Indicators of Minimum Compliance

## 8.1 - SILC ASSURANCES

John Enns acting on behalf of the SILC Oklahoma Statewide Independent Living Council located at:

Street: 6108 NW 63RD ST

City: Oklahoma City

State: OK

Zip Code: 73132

45 CFR 1329.14 assures that:

1. The SILC regularly (not less than annually) provides the appointing authority recommendations for eligible appointments;
2. The SILC is composed of the requisite members set forth in the Act;
3. The SILC terms of appointment adhere to the Act;
4. The SILC is not established as an entity within a State agency in accordance with 45 CFR Sec. 1329.14(b);

5. The SILC will make the determination of whether it wants to utilize DSE staff to carry out the functions of the SILC;
  - a. The SILC must inform the DSE if it chooses to utilize DSE staff;
  - b. The SILC assumes management and responsibility of such staff with regard to activities and functions performed for the SILC in accordance with the Act.
6. The SILC shall ensure all program activities are accessible to people with disabilities;
7. The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
8. The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.

## 8.2 - INDICATORS OF MINIMUM COMPLIANCE

Indicators of minimum compliance for Statewide Independent Living Councils (SILC) as required by the Rehabilitation Act (Section 706(b), 29 U.S.C. Sec 796d-1(b)), as amended and supported by 45 CFR 1329.14-1329.16; and Assurances for Designated State Entities (DSE) as permitted by Section 704(c)(4) of the Rehabilitation Act (29 U.S.C. Sec. 796c(c)(4)), as amended.

### (a) STATEWIDE INDEPENDENT LIVING COUNCIL INDICATORS -

1. SILC written policies and procedures must include:
  - a. A method for recruiting members, reviewing applications, and regularly providing recommendations for eligible appointments to the appointing authority;
  - b. A method for identifying and resolving actual or potential disputes and conflicts of interest that are in compliance with State and federal law;
  - c. A process to hold public meetings and meet regularly as prescribed in 45 CFR 1329.15(a)(3);
  - d. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
  - e. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
    - i. "Executive Session" meetings should be rare and only take place to discuss confidential SILC issues such as but not limited to staffing.
    - ii. Agendas for "Executive Session" meetings must be made available to the public, although personal identifiable information regarding SILC staff shall not be included;
  - f. A process and timelines for the public to request reasonable accommodations to participate during a public Council meeting;
  - g. A method for developing, seeking and incorporating public input into, monitoring, reviewing and evaluating implementation of the State Plan as required in 45 CFR 1329.17; and
  - h. A process to verify centers for independent living are eligible to sign the State Plan in compliance with 45 CFR 1329.17(d)(2)(iii).

2. The SILC maintains regular communication with the appointing authority to ensure efficiency and timeliness of the appointment process.
3. The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center's SILC training curriculum.
4. The SILC receives public input into the development of the State Plan for Independent Living in accordance with 45 CFR 1329.17(f) ensuring:
  - a. Adequate documentation of the State Plan development process, including but not limited to, a written process setting forth how input will be gathered from the state's centers for independent living and individuals with disabilities throughout the state, and the process for how the information collected is considered.
  - b. All meetings regarding State Plan development and review are open to the public and provides advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii);
  - c. Meetings seeking public input regarding the State Plan provides advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i);
  - d. Public meeting locations, where public input is being taken, are accessible to all people with disabilities, including, but not limited to:
    - i. proximity to public transportation,
    - ii. physical accessibility, and
    - iii. effective communication and accommodations that include auxiliary aids and services, necessary to make the meeting accessible to all people with disabilities.
  - e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly spoken languages.
5. The SILC monitors, reviews and evaluates the State Plan in accordance with 45 CFR 1329.15(a)(2) ensuring:
  - a. Timely identification of revisions needed due to any material change in State law, state organization, policy or agency operations that affect the administration of the State Plan approved by the Administration for Community Living.
6. The SILC State Plan resource plan includes:
  - a. Sufficient funds received from:
    - i. Title VII, Part B funds;
    - ii. If the resource plan includes Title VII, Part B funds, the State Plan provides justification of the percentage of Part B funds to be used if the percentage exceeds 30 percent of Title VII, Part B funds received by the State;
    - iii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;
    - iv. Other public and private sources.
  - b. The funds needed to support:
    - i. Staff/personnel;
    - ii. Operating expenses;

- iii. Council compensation and expenses;
- iv. Meeting expenses including meeting space, alternate formats, interpreters, and other accommodations;
- v. Resources to attend and/or secure training and conferences for staff and council members and;
- vi. Other costs as appropriate.

## SILC SIGNATURE SECTION

The signature below indicates the SILC’s agreement to comply with the aforementioned assurances and indicators:

John Enns

Name of SILC Chair

Electronic Signature

Date

# Section 9: Signatures

## SIGNATURES

The signatures below are of the SILC chairperson and at least 51 percent of the directors of the centers for independent living listed in section 6.3. These signatures indicate that the Oklahoma Statewide Independent Living Council and the centers for independent living in the state agree with and intend to fully implement this SPIL's content. These signatures also indicate that this SPIL is complete and ready for submission to the Independent Living Administration, Administration for Community Living, U.S. Department of Health and Human Services. The effective date of this SPIL is 10/01/2024

### SILC SIGNATURE SECTION

|   |
|---|
| <p>Electronic Signature</p><br><br><br><p>Date</p><br><br><br><p>Name of SILC Chair</p> |
|---|

### CIL SIGNATURE SECTION

|   |
|---|
| <p>Ability Resources, Inc.</p><br><p>Name of Center for Independent Living</p><br><br><br><p>Electronic Signature</p> |
|---|

Date

Carlotta Lawson

Name of CIL Director

Progressive Independence

Name of Center for Independent Living

Electronic Signature

Date

Jeff Hughes

Name of CIL Director

Sandra Beasley independent living center

Name of Center for Independent Living

Electronic Signature

Date

Frieda Kliewer

Name of CIL Director

Oklahomans for Independent Living

Name of Center for Independent Living

Electronic Signature

Date

Pamela Pulchny

Name of CIL Director

Dynamic Independence

Name of Center for Independent Living

Electronic Signature

Date

Carl Haws

Name of CIL Director



# Oklahoma School for the Blind Report



## OSB Commission Report

OSB has been incredibly busy with many educational and sporting events for students. There have also been many social activities that the students have enjoyed throughout the year.

OSB goalball students attended the National Goalball competition in Austin, Texas November 2-3. They competed and improved their skills during the event.

The annual Cane Quest event was held on November 8 in downtown Muskogee. There were many volunteers, such as the OSU HOP program, Connect Muskogee and the City/County Health Department. 32 contestants competed for gold, silver or bronze medals. The top Scouts are Justus Hoover, Blaze Calgar and Gabriella Henderson.

OSB received a \$7,000 grant from TSET. The funds will be used to purchase bottle filling stations.

On November 29<sup>th</sup>, OSB students attended the "1940's Radio Christmas Carol" play at the Muskogee Little Theater. This was an ESSER afterschool enrichment event.

The ESSER afterschool program provided a session at Creative Soul to paint Christmas projects. This was done over two nights to accommodate all of the students.

Stephanie Glynn was the winner of the FCCLA District Star Event for her book, "Redbird and the Four Seasons of the Year". She will attend regionals at the end of January.

Santa made a visit to OSB on December 5. He presented elementary students with a small gift, and each student had their picture made with him.

December 11, the Student Council participated in the Muskogee Christmas Parade. Residential students attended the event as Student Council walked beside the OSB decorated transit.

On December 12, the OSB Foundation, along with Queen City Coffee, hosted the Jolly Jingle Jam fundraiser. The OSB jazz band, as well as the OSB principals and a DCS Supervisor performed.

The Student Council hosted the Panther Pride 5K on December 9. This was the second year for them to host this event.

OSB FCCLA sponsored a food drive to provide for needy OSB families.

On December 20, The OSB Elementary students presented a festive Christmas program, "How the Penguin Saved Christmas", Director Fruendt, Randy Weaver, Tonya Garman, as well as many friends and family attended the event.

On January 3, OSB held CPI training for new staff. The training was presented by middle school teacher, Rachael Gilliam.

Students and staff traveled to Jackson, Mississippi on January 25 for the South Central Association of Schools for the Blind (SCASB) event.

The Rotary Club of Muskogee held a meeting on the OSB campus on February 1. They were given a tour of the school by Rita Echelle, and students Julio Valdez and Emileigh Jackson.

Homecoming was held on February 6. The wrestling team competed against Porter. Homecoming king was Ocie Webster, and Homecoming queen was Katelynn Zampella.

OSB has met the criteria to become a Certified Healthy Business and Certified Healthy School. Certified Healthy Oklahoma recognizes business sites that make a positive impact on the health of employees and patrons and school sites that make a positive impact on the health of employees, patrons and students. There are three levels of certification: Basic, Merit and Excellence. OSB earned the **Merit** certification for the business and **Excellence** for the school.

Members of the CASA organization toured OSB on February 21.

Student Council students visited the State Capitol on Tuesday, March 5 before attending PWDAD. Emileigh Jackson was recognized as student of the year. Lynn Cragg was presented with the DRS Lifetime Achievement Award.

On March 6, the annual Braille Challenge was held at OSB. Students competed and displayed their braille skills.

OSB held parent teacher conferences on March 12. In conjunction with this, the ESSER afterschool program hosted a cookout for the parents attending.

Counselor day was held on March 14. Students met with their DRS counselors and received valuable information.

Special Olympics was held on March 27<sup>th</sup> at Th in Poteau, Oklahoma. Several of our students competed and enjoyed the day.

The prom was held at Harmony Hall in Muskogee on March 27. The theme was Enchanted Forest. The Crusi'n Angels Car Club provided transportation for our students to the event. The Delta Gamma Sorority from UAFS assisted in serving and clean up duties. The 2024 Prom King was Ocie Webster and Queen was Tessa Williams.

On April 8, OSB middle and high school students attended a "Solar Eclipse Watch Party" at the Fite Mansion in Muskogee. Most students used regular eclipse glasses while some wore a special helmet. Students had the option to "hear the eclipse" as well. Students were given head sets that were connected to a small box that detected the different shades of light and emitted a different sound as the eclipse intensified.

OSB middle school students had the opportunity to tour the ICTC Muskogee Campus for their 8<sup>th</sup> annual ICTC Explore Day. Students were able to tour each program and witness students performing some of the daily tasks required for the programs. These programs offer a great alternative to college and provide students with career opportunities.

On April 11, OSB Student Stephanie Glynn attended the FCCLA State Convention and received a silver medal for her children's book *Ruby Redbird and the Four Seasons of the Year*.

On Thursday, April 11, OSB athletes and sponsors attended the South Central Association of Schools for the Blind Track Competition at Baton Rouge, Louisiana. They also participated in a fine arts performance. Katelynn Zampella was named the All-Around Female Athlete.

On April 17, OSB students played goalball with representatives from New View at The Center for Individuals with Disabilities. The students had the opportunity to learn new skills, meet new friends and play a game they love.

On May 1 Oklahoma School for the Blind students attended a Farmer's Market which was a collaboration project with OSU High Obesity Program for Muskogee, Muskogee County Health Department and OSB. The students received \$12 in "veggie bucks" to purchase produce of their choice. They also received great information about healthy food choices and portion sizes. The event was funded by the OSB ESSER grant.

On Thursday, May 2, our Boys and Girls Goalball teams faced off against our faculty/staff in a friendly competition of Goalball. The faculty competed fiercely; however, the OSB student teams were too much to handle and won both games.

OSB Commencement Exercises were held on Thursday, May 16. Seven OSB students graduated. Dr. James Bissland was the commencement speaker. A reception followed.

OSB Summer Camp and Transition Camp began on June 3 and will run through June 13. Several fun and educational activities have been planned for summer camp. The transition camp welcomed Robbin Clark and helper Shawn for Utah School for the Blind as they learn important transition skills.

Respectfully submitted,

Rita J. Echelle  
OSB Superintendent



# Services for the Blind and Visually Impaired Report

# Services for the Blind and Visually Impaired Commission Report June 12, 2024

## **Field Services**

### New Hires

AT Specialist—Alan Helmer, April 22

Rehabilitation Technician—Kelly Peterson, May 2

### Vacancies

Rehabilitation Technician- OKC—interviews held

Rehabilitation Teacher- OKC---interviews held

Counselor- Enid---interviews held

Counselor- Weatherford---interviews held

## **March**

Deitra Woody, was selected by program administration from UW-Stout and the George Washington University, along with Director Fruendt and other state directors, to speak on a panel at CSAVR about her experience in the Certified Rehabilitation Leader program and transformational leadership. Deitra is a former Rehabilitation Teacher in Oklahoma City, completed the CRL program and was empowered to apply for a position as a Rehabilitation Counselor. She started her new position on April 1! She did a great job on the panel of explaining how the program affected her and encouraged her to pursue her goals as a counselor.

SBVI staff from field services, BEP and OLBPH hosted tables at PWDAD.

Rehabilitation technicians and administrative staff attended the annual UCO Educators Leadership Academy (ELA) Administrative Support Professionals Academy designed especially for clerical staff, to enhance their performance, provide tools and help make their roles more meaningful.

## **April**

Sarah Wiggin, Rehabilitation Teacher in Ada, is the Excellence in Vision Rehabilitation Therapy Award winner for 2024! Sarah was selected by her professor and internship site supervisor for the academic award which recognizes the high quality of work a student demonstrates in their studies and internship. Sarah is completing her Master's Degree in Vision Rehabilitation Therapy through the University of Massachusetts.

Debra Eagle, Rehabilitation Teacher in Tulsa, recently earned her CVRT (Certified Vision Rehabilitation Therapist), exemplifying DRS' commitment to having staff who have the highest level of skills possible in their particular job classification.

The Oklahoma Department of Health toured and received a demonstration of Assistive Technology and Rehabilitation Teaching techniques at the SBVI Training lab and apartment at Shepherd Center.

Senior Day at the Capital – SBVI staff attended and hosted an informational table to disseminate information about SBVI services for those who are 55 and older with vision loss and blindness.

4 job seekers from employment case services completed training through the BEP and became Licensed Vendors! They are now eligible to apply for available facilities and start their dream of operating a vending and/or food service business.

### **May**

Members from the Oklahoma Rehabilitation Council toured the SBVI Training Lab and Apartment at Shepherd Center and received a demonstration of Assistive Technology and Rehabilitation Teaching techniques. It is beneficial for the council members to understand the services SBVI staff provides clients in overcoming barriers toward employment and independence, although the tours can be scheduled for anyone.

The National Association of Workforce Development Professionals Conference was held in San Antonio, Texas. SBVI staff attending included Tracy Brigham, Tammie Jones and Teresa McDermott.

The Missouri-Oklahoma-Kansas-Arkansas (MOKA) Conference for the Blind, which brings together professionals and attendees aimed at enriching the social and emotional needs of blind citizens, was held in Springfield, MO with SBVI staff Dan Shephard, Deitra Woody and Debi Trout attending.

Daniquau Fields, Rehabilitation Technician in Tulsa and Brian Montgomery, Rehabilitation Counselor in Lawton, completed the HOPE Academy and final projects, graduating on May 29.

### **AT Services**

|               | March | April | May |
|---------------|-------|-------|-----|
| Assessments   | 20    | 13    | 19  |
| Trainings     | 54    | 53    | 59  |
| Training Hour | 93    | 102   | 97  |

### **Community Events/Meetings:**

Ada Workforce Job Fair; Del City Better with Age Fun Days; Woodward Family Fun Fair Durant Poverty Seminar; NFBOK; McAlester Lion's Club; ODAPCA; Edmond Public Schools Resource Fair; Access and Functional Needs Meeting; UCO Resource Fair; Cimarron County Coalition; Strengthen VRT Initiative; Woodward Farm Expo; Elk City Expo; OACEP; DRS/DDS Liaison Meeting; Rogers County Senior Day; Blindness Support Groups continue in Tulsa, Sapulpa and Owasso, Norman and Enid.

### **Presentations:**

Hefner Mansion; VIBE; Lawton Legal Aid; Cache Public Schools Professional Day; Olustee-Eldorado Professional Day

The Change Teams (Recruitment and Retention; Process Improvement; Organizational Change and Culture), comprised of SBVI and VR employees, continue the process of holding regular meetings to develop ideas for improvements and efficiencies in the change team topic areas.

#### SBVI Successfully Closed Case Data

Average Wage Statewide = \$18.27/hour

Highest Average Wage per Area Currently is Tulsa at \$20.31/hour

Average Hours = 35/week

## **BEP**

Emilie Stufflebeam is the new Administrative Assistant beginning May 20.

Stacey McGhee promoted from the Administrative Assistant position to a Business Consultant.

Completed another successful Randolph Sheppard Vending Training Class! 4 new Licensed Vendors have graduated, which means 4 clients receiving benefits from the State of Oklahoma will now have the opportunity to open a business with the full support of the SBVI BEP staff and become tax paying citizens.

DA, BEP Coordinator, Project Coordinator and AWARE Administrator participated in a demonstration of the AWARE BEP module through Alliance to determine appropriateness for program functioning to include efficient and accurate completion of federal reporting.

A few of the employees attended the National Automatic Merchandising Association (NAMA) trade show and training the first week of May. These events provide information on new equipment, products, processes and opportunities to network with colleagues across the country.

## **OLBPH**

Kevin Treese, OLBPH PM and Kaitlyn Evans, OLBPH PIO, attended the Living Catholic charity event in honor of Saint Lucia, the Patron Saint of the Blind. The event presents an opportunity to share information about the OLBPH and SBVI services.

The library staff hosted a tour for elementary school children in OKC that included stations set up to allow the children an opportunity to see, hear and touch devices that assist those with disabilities. The children were able to record their own voice in the library studio sound booth, utilize the braille typewriter, the 3D printer and “puffy” paper and many, many other activities and devices. The students’ parents were impressed by the tour and activities and seemed to enjoy it just as much as the students. There are already plans for additional second grade tours! This is a great way to begin teaching advocacy, accessibility and acceptance of everyone at a young age that will hopefully translate to their futures.

The Summer Reading Kick-off party was held on May 25.

Attendance: 15 total; 6 Summer Reading Participants, 9 siblings/parents, plus staff and volunteers. There are currently 18 students signed up in the summer reading program.

The party allowed staff to meet and speak with the participants, provided opportunities for parents of children with disabilities and the children themselves, to meet others with similar



disabilities and network, share resources and make friends. The event included snacks, various crafts, activities, story-time, and educational and entertaining presentations.

The Prison Braille Program has now completed and applied braille labels to regular print books for seven new titles (140 books!). The program participants are currently working on six additional titles and there are another six titles to be shipped to the program in June.

#### Duplication on Demand (DoD)

SFY '24 as of 05/24 = 319,182

#### AIM Center Students Served

SFY '24 as of 05/24 PreK-Grade 12 = 1,174 Birth-3 Years = 866

### **Business Services**

- IMPACT Meetings
- Business Summit
- Elevate Planning
- NE Business and Workforce Alliance Meetings
- BAC's
- Workforce Board Meetings
- Self-Employment Community of Practice
- Disability Resources Council
- Job Fair Planning

### **Division Administrator Activities:**

Administration reviewed and updated the State Plan goals and priorities. The plan was submitted March 1.

Administration continues to work on PreETS CAP quarterly progress reports. The DRS Team also continues work with the NTACT-C for assistance with PreETS contracts and spending, as well as the VR TAC-QM for assistance with the RSA Monitoring Report CAP.

SBVI Administration attended the NCSAB training conference in Bethesda, MD. Attendees included Tracy Brigham, Teresa McDermott, Christopher Brannaman and Renee Briscoe.

The NCSAB Executive Committee continues to hold meetings with the RSA Commissioner and his team, holding "listening sessions", in hope of building the best relationships to move the future of VR in a positive direction.

SBVI Administration attended the Inclusive Post-secondary Education Summit in Denton, TX for training in service to clients with cognitive disabilities. Attendees included Tracy Brigham, Renee Briscoe and Julie Bailey.

VRTAC-QM ITAA Meeting; Randolph-Sheppard Troop Dining Meeting; BEP and ESS Portal Meeting; Beyond Hope Academy Project Presentations; NCSAB Executive Committee Meetings; Randolph-Sheppard Priority Meetings; DRS/DDS meetings; NTACTION Meetings; ORC; ORC Executive Committee; NCSAB Conference; CSAVR Conference; Performance Review Meetings; Monitoring CoP; CSAVR Customer Service for Adults committee; BEP Contracts meeting; VR TAC-QM; Change Leader Meetings; Randolph-Sheppard Calls; FC/PM Meetings; DRS/DDS Sequencing of Services; ETeam Meeting; PreETS CAP Revisions Meetings; Fiscal Management CoP; DRS PreETS Meeting; Monitoring CoP; BEP New Trainee Meeting; Direct Service Providers Meeting; AWARE BEP Module Demonstration; Commission Meetings; DRS ETeam Meeting; DRS Business Summit; Recruitment and Retention Planning Meeting;

Report respectfully submitted by Tracy Brigham, SBVI Division Administrator

June 12, 2024

### **Portal Update**

Online self-referrals for May 2024

|                                 |    |
|---------------------------------|----|
| Received:                       | 69 |
| Have made application:          | 4  |
| Still active:                   | 45 |
| Pending contact by local staff: | 16 |
| Already had open case:          | 1  |
| Already had open referral:      | 1  |
| Opted not to make application:  | 2  |

### **Priority Group Update, as of June 5, 2024**

|  |     |
|--|-----|
| Released from the Priority Group 2 waitlist: | 405 |
| Priority Group 1 open                        |     |
| Priority Group 2 closed, clients waiting:    | 701 |
| Priority Group 3 closed, clients waiting:    | 239 |
| Total clients waiting:                       | 940 |

## **Portal Explanations**

### **On-Line Self-Referral/Client Portal**

This portal, accessible from the DRS website, is where individuals can create an account to initiate a new referral or access existing cases. Once a formal application for service is made, users can view their case details, expedite communication with assigned counselors, and update personal information.

### **Pre-VR Portal**

This portal manages service data for Pre-Employment Transition Services (Pre-ETS) provided to Oklahoma high school students with disabilities by Pre-ETS instructors. These services encompass career exploration, work-based learning, post-secondary education counseling, workplace readiness training, and self-advocacy instruction.

## **Priority Group Explanations**

### **Priority Group 1**

Eligible individuals with a most significant disability which includes a severe mental or physical impairment resulting in serious limitations in three or more functional capacities and which can be expected to require multiple vocational rehabilitation services over an extended period of time.

### **Priority Group 2**

Eligible individuals with a significant disability that includes a severe physical or mental impairment resulting in serious limitations in at least one, but not more than two, functional capacities and which can be expected to require multiple vocational rehabilitation services over an extended period of time.

### **Priority Group 3**

Eligible individuals with disabilities not meeting the definition of individual with a significant or most significant barrier to employment.

If a priority group is closed, the people on the waitlist can receive referrals, evaluations, counseling, guidance, and resource info.



# Human Resources Report

## PERSONNEL ACTIVITY REPORT AS OF MAY 31, 2024

### FILLED AND VACANT POSITIONS

Personnel Activity = 10 vacant positions filled / 83 positions in Announcement or Selection Process

| Division | Title/PIN                                   | Date Vacated | Location | Begin date | End date   | Ann. # | Action/Incumbent     | Date Filled |
|----------|---|--------------|----------|------------|------------|--------|----------------------|-------------|
| DDS      | IS Data Management Analyst / P106163        | NEW PIN      | DDS      | 05/06/2024 | 05/10/2024 | 24-082 | In Selection Process |             |
|          |   | 08/30/2023   |          |            |            |        |                      |             |
|          |   | 12/01/2021   |          |            |            |        |                      |             |
|          |   | 06/11/2023   |          |            |            |        |                      |             |
|          |   | 03/01/2023   |          |            |            |        |                      |             |
|          |   | 03/01/2024   |          |            |            |        |                      |             |
|          |   | 04/03/2024   |          |            |            |        |                      |             |
|          |   | 06/21/2023   |          |            |            |        |                      |             |
|          |   | 05/29/2021   |          |            |            |        |                      |             |
|          |   | 09/25/2021   |          |            |            |        |                      |             |
|          |   | 02/17/2023   |          |            |            |        |                      |             |
|          |   | 08/24/2021   |          |            |            |        |                      |             |
|          | Disability Determination Specialist / 0019, | 04/09/2021   |          |            |            |        |                      |             |
|          | 0068, 0110, 0179, 0373, 0406, 0493,         | 04/01/2022   |          |            |            |        |                      |             |
|          | 0566, 0584, 0628, 1269, 1274, 1278,         | 03/24/2021   |          |            |            |        |                      |             |
| DDS      | 1281, 1306                                  | 09/14/2021   | DDS      | 05/28/2024 | Continuous | 24-096 | Currently Open       |             |
| DDS      | Administrative Programs Officer / 1163      | 09/20/2023   | DDS      | 05/29/2024 | 06/10/2024 | 24-099 | Currently Open       |             |
| EXEC     | Executive Administrative Asst / P105493     | 05/01/2024   | EXEC     | 03/25/2024 | Continuous | 24-070 | Misty Simmons        | 05/13/2024  |
| FSD      | Accountant / 0096                           | 07/14/2018   | FSD      | 05/31/2024 | 06/19/2024 | 24-098 | Currently Open       |             |
| FSD      | Accountant / 0013                           | 03/08/2024   | FSD      | 04/02/2024 | 04/19/2024 | 24-076 | Ulysses Ramirez      | 05/21/2024  |
| FSD      | Budget Analyst / 0983                       | 04/13/2022   | FSD      | 03/29/2024 | Continuous | 24-077 | In Selection Process |             |
| FSD      | Accountant / 1063                           | 08/31/2023   | FSD      | 02/09/2024 | 02/29/2024 | 24-060 | In Selection Process |             |
| MSD      | Materiel Management Officer / 1060          | 11/20/2021   | MSD      | 05/28/2024 | 06/03/2024 | 24-100 | Currently Open       |             |
| OSB      | Teacher / 0212                              | 08/01/2024   | OSB      | 05/17/2024 | 06/06/2024 | 24-092 | Currently Open       |             |
| OSB      | Direct Care Specialist / 0053               | 12/01/2012   | OSB      | 05/15/2024 | 06/04/2024 | 24-093 | Currently Open       |             |
| OSB      | Teacher / 0840                              | 07/31/2024   | OSB      | 04/01/2024 | 04/05/2024 | 24-069 | Rachel Butler        | 05/01/2024  |
| OSB      | LPN / 0483, 0420, 0017                      | 05/31/2024   | OSB      | 04/10/2024 | Continuous | 24-081 | Kimberley Howell     | 05/01/2024  |

|     |  |            |                 |            |            |        |                      |            |
|-----|--|------------|-----------------|------------|------------|--------|----------------------|------------|
|     |  | 05/31/2024 |                 |            |            |        |                      |            |
|     |  | 07/31/2024 |                 |            |            |        |                      |            |
| OSB | Teacher (K-12 Physical Ed) / 0425                        | 07/31/2024 | OSB             | 03/29/2024 | Continuous | 24-073 | Currently Open       |            |
| OSB | School Transition Coordinator / 1089                     | 07/31/2024 | OSB             | 03/26/2024 | 04/01/2024 | 24-067 | Currently Open       |            |
| OSB | Transportation Officer/Student Aide / 1084               | 01/08/2024 | OSB             | 02/09/2024 | Continuous | 24-061 | Currently Open       |            |
| OSB | Principal / 0537   | 08/01/2024 | OSB             | 02/29/2024 | Continuous | 24-065 | Currently Open       |            |
|     |  | 02/29/2024 |                 |            |            |        |                      |            |
| OSB | Direct Care Specialist / 0610, 0378                      | 04/01/2024 | OSB             | 01/17/2024 | Continuous | 24-057 | Currently Open       |            |
| OSB | School Psychologist, 2045 / 0463                         | 07/31/2023 | OSB             | 10/26/2023 | Continuous | 23-095 | Currently Open       |            |
|     | Dir of Family and Early Childhood Services / 1494        | 05/10/2024 | OSD             | 05/08/2024 | Continuous | 24-084 | Currently Open       |            |
| OSD | Assistant Principal / 0070                               | 12/31/2022 | OSD             | 05/15/2024 | Continuous | 24-085 | Currently Open       |            |
| OSD | Adjunct Teacher / P106119                                | NEW PIN    | OSD             | 05/01/2024 | 05/07/2024 | 24-086 | In Selection Process |            |
| OSD | Food Service Specialist / 0663                           | 04/23/2024 | OSD             | 05/03/2024 | Continuous | 24-089 | Currently Open       |            |
| OSD | Outreach Consultant / P104583                            | 07/31/2024 | OSD             | 05/21/2024 | Continuous | 24-095 | Currently Open       |            |
|     |  |            | OSD – Chickasha |            |            |        |                      |            |
| OSD | Teacher / 0635   | 07/31/2024 | OSD             | 04/15/2024 | Continuous | 24-083 | Currently Open       |            |
| OSD | Administrative Assistant / 0172                          | 03/04/2024 | OSD             | 03/01/2024 | Continuous | 24-066 | Derrel Reaves        | 05/01/2024 |
|     | Construction/Maintenance Technician / 0245               | 02/01/2024 | OSD             | 03/11/2024 | Continuous | 24-068 | Currently Open       |            |
| OSD | Food Service Specialist / 0655                           | 07/01/2024 |                 |            |            |        |                      |            |
| OSD | Teaching Assistant / 0648                                | 11/01/2023 | OSD             | 01/11/2024 | Continuous | 24-038 | Currently Open       |            |
| OSD | Housekeeping/Custodial Worker / 0542                     | 01/09/2024 | OSD             | 01/17/2024 | Continuous | 24-058 | Currently Open       |            |
|     | Director of Outreach and Accessibilities, 4966 / P104791 | New PIN    | OSD             | 08/07/2023 | Continuous | 24-017 | Currently Open       |            |
| OSD | Teacher, 2083 / 0050                                     | 07/31/2023 | OSD             | 08/16/2023 | Continuous | 24-022 | Currently Open       |            |
| OSD | Sign Language Specialist, 2308 / 1090                    | 07/20/2023 | OSD             | 08/17/2023 | Continuous | 24-023 | Currently Open       |            |
| OSD | Principal, 1854 / 0081                                   | 02/01/2010 | OSD             | 09/06/2023 | Continuous | 23-082 | Currently Open       |            |
|     |  | 01/01/2024 |                 |            |            |        |                      |            |
|     |  | 03/10/2024 |                 |            |            |        |                      |            |
| OSD | Direct Care Specialist / 0620, 0642, 0803                | 03/07/2024 | OSD             | 10/24/2023 | Continuous | 23-032 | Currently Open       |            |
|     |  | 07/31/2023 |                 |            |            |        |                      |            |
|     |  | 04/30/2020 |                 |            |            |        |                      |            |
|     |  | 08/01/2021 |                 |            |            |        |                      |            |
| OSD | Teacher, 2083 / 0022, 0569, 0890, 0871                   | 08/01/2024 | OSD             | 10/04/2023 | Continuous | 23-079 | Currently Open       |            |
| VR  | Programs Manager / 0848                                  | 07/01/2024 | TBD             | 05/02/2024 | Continuous | 24-088 | Currently Open       |            |

|    |  |                          |                       |            |            |        |                         |            |
|----|--|--------------------------|-----------------------|------------|------------|--------|-------------------------|------------|
| VR | Rehabilitation Technician / 0708                     | 05/01/2024               | VR05 –<br>Weatherford | 05/21/2024 | Continuous | 24-094 | Currently Open          |            |
| VR | Rehabilitation Technician / 0545                     | 06/01/2024               | VR86 – Ada            | 05/30/2024 | Continuous | 24-079 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0671          | 06/01/2024               | VR77 –<br>Miami       | 05/30/2024 | Continuous | 24-101 | Currently Open          |            |
| VR | Behavioral Health Clinician / 0034                   | 04/30/2023               | VR23 – OKC            | 04/10/2024 | Continuous | 24-080 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0512          | 07/31/2022               |                       |            |            |        |                         |            |
| VR | Vocational Rehabilitation Specialist / 0044          | 02/28/2024               | VR67 –<br>Tulsa       | 03/21/2024 | Continuous | 24-074 | Currently Open          |            |
| VR | Rehabilitation Technician / 0087                     | 02/05/2024               | VR45 –<br>Tulsa       | 02/07/2024 | Continuous | 24-062 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0821          | 02/11/2024               | VR13 –<br>McAlester   | 02/12/2024 | Continuous | 24-064 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0710          | 12/14/2023               | VR12 –<br>Lawton      | 12/05/2023 | Continuous | 24-044 | Keyine Rucker           | 05/20/2024 |
| VR | Business Services Liaison / 0814                     | 07/22/2022               | VR86 – Ada            | 12/04/2023 | 12/18/2023 | 24-045 | Lora Williams           | 05/01/2024 |
| VR | Job Placement Specialist / 0925                      | 05/31/2023               | VR47 – OKC            | 12/04/2023 | 12/18/2023 | 24-046 | In Selection<br>Process |            |
| VR | Vocational Rehabilitation Specialist / 0659          | 02/28/2023               | VR38 –<br>Okmulgee    | 12/19/2023 | Continuous | 24-048 | Currently Open          |            |
| VR | Rehabilitation Technician / 0577                     | 08/07/2023               | VR63 – Alva           | 09/22/2023 | Continuous | 24-032 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 1190          | 06/09/2023               | VR08 – Enid           | 06/05/2023 | Continuous | 23-096 | Currently Open          |            |
| VR | Programs Field Representative / 1195                 | 11/21/2022               | TBD                   | 09/13/2023 | Continuous | 23-098 | Currently Open          |            |
| VR | Behavioral Health Clinician / 0467                   | 04/14/2023               | VR23 – OKC            | 10/27/2023 | Continuous | 23-083 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0646          | 08/01/2022               | VR41 –<br>Ponca City  | 01/24/2024 | Continuous | 23-038 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0948          | 11/08/2022               | VR05 –<br>Weatherford | 03/20/2024 | Continuous | 23-040 | Courtney Jennings       | 05/01/2024 |
| VR | Vocational Rehabilitation Specialist / 0776          | 07/15/2022               | VR86 – Ada            | 10/17/2023 | Continuous | 23-021 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0073          | 06/20/2022               | VR13 –<br>McAlester   | 09/26/2023 | Continuous | 23-003 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0904          | 06/17/2022               | VR80 –<br>Tulsa       | 07/20/2022 | Continuous | 23-008 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0793          | 07/26/2022               | VR05 –<br>Weatherford | 03/19/2024 | Continuous | 22-105 | Currently Open          |            |
| VR | Vocational Rehabilitation Specialist / 0752,<br>0955 | 11/01/2021<br>10/31/2022 | VR80 –<br>Tulsa       | 11/03/2022 | Continuous | 23-037 | Currently Open          |            |

|      |  |                          |                          |            |            |          |                               |
|------|--|--------------------------|--------------------------|------------|------------|----------|-------------------------------|
| VR   | Vocational Rehabilitation Specialist / 0567          | 09/01/2020               | VR67 –<br>Tulsa          | 12/22/2020 | Continuous | 21-028.1 | Currently Open                |
| VR   | Vocational Rehabilitation Specialist / 0627          | 07/08/2020               | VR18 –<br>Muskogee       | 08/18/2021 | Continuous | 21-007.2 | Currently Open                |
| SBVI | Vending Facility Business Consultant /<br>0134, 0003 | 03/19/2024<br>06/30/2023 | SBV33 –<br>OKC           | 05/01/2024 | Continuous | 24-090   | Currently Open                |
| SBVI | Job Placement Specialist / 0097                      | 02/01/2023               | SBVI64 –<br>Tulsa        | 05/07/2024 | Continuous | 24-091   | Currently Open                |
| SBVI | Administrative Assistant / 0395                      | 02/16/2024               | SBVI33 –<br>OKC          | 03/15/2024 | Continuous | 24-071   | Emilie Stufflebeam 05/20/2024 |
| SBVI | Rehabilitation of the Blind Specialist / 0679        | 04/01/2024               | SBVI90 –<br>OKC          | 03/20/2024 | Continuous | 24-072   | Currently Open                |
| SBVI | Assistive Technology Trainer / 0654                  | 01/03/2023               | TBD                      | 03/25/2024 | Continuous | 24-075   | Currently Open                |
| SBVI | Rehabilitation Technician / 0760                     | 04/15/2024               | SBVI90 –<br>OKC          | 03/29/2024 | Continuous | 24-079   | Currently Open                |
| SBVI | Rehabilitation Technician / 0711                     | 12/01/2023               | SBVI64 –<br>Tulsa        | 01/02/2024 | Continuous | 24-050   | Kelly Peterson 05/02/2024     |
| SBVI | Vocational Rehabilitation Specialist / 0094          | 05/08/2023               | SBVI59 –<br>Enid         | 10/10/2023 | Continuous | 23-084   | Currently Open                |
| SBVI | Vocational Rehabilitation Specialist / 0669          | 05/29/2021               | SBVI 69 –<br>Weatherford | 10/09/2023 | Continuous | 21-080.5 | Currently Open                |



**DISCHARGES/RESIGNATIONS/RETIREMENTS = 5**

*As of May 31, 2024*

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

**DIVISION OF VOCATIONAL REHABILITATION**

**SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION**

**OKLAHOMA SCHOOL FOR THE BLIND**

Resignation = 1

1 = 10 years 10 months

Retirement = 1

1 = 6 years 8 months

Discharge = 1

1 = 2 years 3 months

**OKLAHOMA SCHOOL FOR THE DEAF**

Resignation = 1

1 = 8 months

**DISABILITY DETERMINATION SERVICES**

Death = 1

1 = 21 years 9 months

# CURRENT FTE STATUS FY 2024

*FTE as of May 31, 2024*

| <u>DIVISION</u>  | <u>BUDGETED FTE</u> | <u>FILLED</u> | <u>PENDING</u> | <u>EXEMPT<br/>FTE</u> | <u>TOTAL FILLED PLUS PENDING<br/>MINUS EXEMPT FTE</u> |
|--|---------------------|---------------|----------------|-----------------------|---|
| Support Services (Executive/MSD/FSD)                       | 77.8                | 73.00         | 4.00           | 0.00                  | 77.00   |
| Vocational Rehabilitation                                  | 229.0               | 200.00        | 24.00          | (1.00)                | 223.00  |
| Services for the Blind and Visually Impaired<br>VR/SBVI-DP | 108.0               | 96.00         | 8.00           | (2.00)                | 102.00  |
| Oklahoma School for the Blind                              | 3.00                | 3.00          | 0.00           | 0.00                  | 3.00  |
| Oklahoma School for the Deaf                               | 100.0               | 97.00         | 9.00           | 0.00                  | 106.00  |
|  | 129.0               | 111.00        | 21.00          | (1.00)                | 131.00  |
| <b>Total (NON-EXEMPT)</b>                                  | <b>646.8</b>        | <b>580.00</b> | <b>66.00</b>   | <b>(4.00)</b>         | <b>642.00</b>   |
| Disability Determination Services (EXEMPT)                 | 350.0               | 320.00        | 17.00          | (320.00)              | 337.00  |
| <b>TOTAL NON-EXEMPT &amp; EXEMPT</b>                       | <b>996.8</b>        | <b>900.00</b> | <b>83.00</b>   | <b>(324.00)</b>       | <b>979.00</b>   |

**FY 24 Budgetary Limit = 1255**

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

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



# Commission Minutes

## May 15, 2024

**Oklahoma Commission for Rehabilitation Services  
Department of Rehabilitation Services (DRS)  
In-Person and Videoconferencing  
Regular Commission Meeting Minutes  
May 15, 2024**

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 10:36 a.m. by Commissioner Flannery with a quorum present.

**PRESENT**

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

**STATEMENT OF COMPLIANCE**

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

**EXECUTIVE DIRECTOR'S REPORT**

*Melinda Fruendt, Executive Director*

On April 28th, the town of Sulphur was hit by a tornado. The Oklahoma School for the Deaf (OSD) was not hit directly but sustained significant water damage. These Certificates of Appreciation will be presented on May 22nd to Oklahoma School for the Deaf (OSD) employees who went above and beyond in the aftermath of the tornado on April 28th: Food Service Manager Kris Travis and his team Leslie Jones, Jeffrey Hughes, Sarah Keller and Brian Jones prepared meals for the community and first responders. Recreation specialist Chris Regal checked on OSD employee, retirees, and the Deaf community, and provided assistance and resources.

Director Fruendt also thanked the OSD Maintenance Team for taking care of the buildings, and the community interpreters who assisted the Deaf community in Sulphur, and all the OSD staff who went above and beyond.

Director Fruendt presented Certificates of Appreciation to Stephanie Roe, Lucas Primm, and Craig Glasscock who helped with the three-day training for individuals involved in the VR Quality Management Technical Assistant Center. Director Fruendt also thanked Randy Weaver for his help.

## **Meetings**

- Met with the Rehabilitation Services Administration (RSA) to negotiate VR/SBVI performance metrics. DRS accepted the final monitoring report results.
- Met with Brent Haken, Director of the Career Technology and Education about a pilot project to expand CareerTech for inclusive post-secondary education, and served on a panel presentation for recruitment and retention for Vocational Rehabilitation (VR).
- Along with Kevin Statham and Jennifer Hardin, met with Senate Appropriations subcommittee about the state match for the VR program. The Senate Appropriations subcommittee voted yes on the \$3.1 million one-time supplemental match. Commissioner Barresi asked what can be done to make this a permanent match to help with recruitment especially in rural counties.
- Presented to the Workforce Commission about the Vocational Rehabilitation and Services to the Blind and Visually Impaired, OSD and OSB.

## **Process Improvement (PI)**

### AWARE

- The Missouri Pre-Employment Transition Services (Pre-ETS) portal project is progressing but is still in the testing phase.
- The AWARE team is completing the last of the manual Pre-ETS data entry for the quarter beginning January 1.
- AWARE was successfully upgraded to a new version on March 28.
- The AWARE team is testing a newer version of AWARE that will be required for reporting the new RSA 2024 data.
- The project for transitioning reporting from Tableau to Power BI continues.

### Case Review

- The QA team completed a closed case audit of 353 cases. The auditor reviews anywhere from 10%-15% of the 353 cases. Out of those cases, 90 were successful and 265 were unsuccessful. Mark Kinnison gave a brief explanation of what could make a case unsuccessful, such as a client who is not fully engaged or decides not to pursue employment.

### Program Standards, Statistical Research, Data Dashboards

- The research staff are in the planning stages of the 2024 adult open case satisfaction survey.
- The Statistical Research Specialist completed his second SQL course.
- The staff are working with OSB and OSD on their parent satisfaction surveys.

## **LEGISLATIVE REPORT**

*Jennifer Hardin, Legislative Liaison*

- SB 1339 creates the Oklahoma Opportunity Scholarship Act which provides financial assistance to students with intellectual disabilities pursuing studies through a Comprehensive Transition and Postsecondary (CTP) program. Due to budget negotiations taking more time than expected, this bill will probably not be heard.
- HB 3792 creates the Oklahoma Access and Achievement Act which provides economic assistance to students with Intellectual disabilities to pursue higher education. This bill has been placed on the calendar to be heard.
- Commissioner Barresi asked Ms. Hardin to find out where SB 362 stands in the legislative process. It renames the Reading Sufficiency Act to the Strong Readers Act and thoroughly modifies various related provisions, standards, and priorities.

## **OKLAHOMA SCHOOL FOR THE DEAF REPORT**

*Dr. Heather Laine, Superintendent*

### Storm Damage:

On April 28, 2024, a tornado hit downtown Sulphur and about 161 homes and businesses were damaged or destroyed. All OSD employees, students and families were safe, but 13 employees had damages or lost their homes. The school was closed from April 29<sup>th</sup> to May 2<sup>nd</sup> and students attended virtually from May 6<sup>th</sup> through the end of the year on May 21<sup>st</sup>. High school students returned to the campus on Sunday, May 19<sup>th</sup> to attend the athletic awards, prom, and graduation.

The summer camp program will be relocated to a different location off campus for the week of June 9-12 for kindergarten through 6th grade and for the week of June 16 to 21 for 7th through 12th grade.

Five buildings were affected by water damage: White Hall, Read Hall, Long Hall, Stewart Hall, Blattner Hall, and the mower shop/old boiler house. Backup plans are being made now in case the buildings are not ready for the fall semester.

### Other news:

- A total of 13 seniors will be graduating on Tuesday, May 21 at 1 p.m. at the Gymnasium.
- 15 new students will enter OSD for the 2024-2025 school year.

- Dr. Heather Laine and Principal Scharla Becker attended the Conference on Deaf Educational Administrators of Schools and Programs for the Deaf (CEASD) in South Carolina from April 17 to 21.
- Dr. Laine and two early development specialists attended ASL and English Bilingual Early Childhood Education Summit at Gallaudet University from April 25 to 27.
- At the Great Plain Schools for the Deaf tournament, the OSD high school boys track were champions, and the OSD high school girls track placed second.

## **CHIEF FINANCIAL OFFICER'S REPORT**

*Paula Nelson, Financial Budget Manager*

- Financial Status Reports for FY 2024. As of March 31, 2024, the agency had spent \$100.1 M of the \$184.9M budget, with remaining encumbrances of \$70.4 M, which represent 92.2% of the budget.
- Presentation of the 2026 - 2033 DRS Capital Outlay Request. There are seven projects at OSB totaling \$18.3M, and one at OSD totaling \$2.5M. This will be presented for a vote at the June 12th Commission meeting.

## **VOCATIONAL REHABILITATION REPORT**

*Mark Kinnison, Division Administrator*

- As of May 2, 2024, the employment programs have taken 2,570 applications, developed 1689 plans of employment, and closed 544 cases in successful employment.
- Wages on successfully closed cases are averaging \$17.08 per hour. The unit in SE Oklahoma is averaging \$20.75 per hour.
- The Business Services Team organized a Business Summit which had 150 people attending. This may become a yearly event.
- Met with the Rehabilitation Services Association (RSA) regarding negotiated performance measure rates. Over the next two years, RSA will increase the agencies performance measures by a few percentage points.
- Portal Update - Thirty-eight self-referrals were received through the portal in April. There was an issue with the portal not loading data, and any individual that attempted to create a self-referral, but could not, was emailed.
- Priority Group Update - As of May 2, Priority Group 1 is open, Priority Group 2 is closed with 677 clients, and Priority Group 3 is closed with 235 clients, for a total of 912 clients on the waitlist for services.

## **HUMAN RESOURCES REPORT**

*Tom Patt, HR Director*

- Personnel Activity report as of April 30, 2024: 11 vacant positions were filled; 60 positions are open. There were seven separations.
- Current Full-Time Equivalent (FTE) status – There are currently 951 FTE positions.

### **APPROVAL OF MARCH 13, 2024 COMMISSION MEETING MINUTES**

*A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the minutes from the March 13, 2024 Special Commission meeting as submitted. Commissioners Flannery and Barresi voted in the affirmative. Commissioner Lee abstained. Motion carried.*

### **APPROVAL OF APRIL 17, 2024 COMMISSION MEETING MINUTES**

*A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the minutes from the April 17, 2024 Regular Commission meeting as submitted. Commissioners Flannery and Barresi voted in the affirmative. Commissioner Lee abstained. Motion carried.*

## **REVIEW AND APPROVAL OF DEPARTMENT OF REHABILITATION SERVICES (DRS) INTERNAL POLICY DRS: 3-3-31**

Tina Calloway, Administrative Programs Officer

A new policy, DRS: 3-3-31, regarding skill-based pay was presented. This policy provides instruction on how skill-based pay programs are to be implemented and applied. The Skill-based pay request must be approved by the DRS Director. There is a yearly cap on skill-based pay, and staff must provide proof of renewed certifications, or they will lose the skill-based pay. The differential is limited to 5% of an employee's monthly salary with a 15% cap on combined skill-based pay differential.

*Commissioner Barresi made a motion to approve the new internal policy DRS: 3-3-31 and Commissioner Flannery seconded. All Commissioners voted in the affirmative and the motion carried.*



## **REVIEW OF EMPLOYMENT CONTRACT RATE CHANGES**

Kathy Lowry, CPO and Compliance Officer

The proposed employment contract rate changes for Community Rehabilitation Providers are necessary to help increase successful employment outcomes for clients who require individualized support on the job to achieve competitive integrated employment. The contract rates were last reviewed in 2009. Since then, the Cost-of-Living Adjustment has risen substantially. The proposed rates changes were included in a spreadsheet for the Commissioners.

*Commissioner Lee made a motion to approve the Employment Provider Contract Rate Changes as presented, and Commissioner Barresi seconded. All Commissioners voted in the affirmative and the motion carried.*

## **ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR DEAF**

*Dr. Heather Laine, Superintendent*

Donation Report: The donations for April 2024 totaled \$331.39.

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

## **ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE BLIND**

*Rita Echelle, Superintendent*

Donation Report: The donations for April 2024 totaled \$2821.00.

*A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the April 2024 OSB donations. All Commissioners voted in the affirmative and the motion carried.*

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

*Kevin Treese, Program Manager III, SBVI*

The donations for April 2024 totaled \$250.00.

*A motion was made by Commissioner Lee and seconded by Commissioner Flannery to accept the April 2024 OLBPH donations. All Commissioners voted in the affirmative and the motion carried.*

**PROPOSED EXECUTIVE SESSION TO DISCUSS THE PERFORMANCE REVIEW OF THE EXECUTIVE DIRECTOR**

*Commissioner Flannery made a motion to convene into an Executive Session for the purpose to review and discuss the performance review of the Executive Director as authorized the Open Meeting Act 25 O.S. 307 (B) (7), Commissioner Barresi seconded. All Commissioners voted in the affirmative and the motion carried.*

**VOTE TO RECONVENE INTO REGULAR SESSION**

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

**DISCUSSION AND POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

*Commissioner Barresi made a motion to direct the Commission Assistant to send out a survey to all DRS staff, and Commissioner Flannery seconded. All Commissioners voted in the affirmative and the motion carried.*

**NEW BUSINESS**

*There was no new business.*

**ANNOUNCEMENTS**

The next Commission meeting will be June 12, 2024.  
Department of Rehabilitation Services  
3535 NW 58<sup>th</sup> Street, 2<sup>nd</sup> Floor Conference Room  
Oklahoma City, OK 73112

**PUBLIC COMMENTS**

There were no public comments.

**ADJOURNMENT**

The meeting was adjourned at 12:54 PM.



# Chief Financial Officer's Report

## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs<br/>Agency Summary</b> |                       |                              |                       |                   |                      |                   |
|--|-----------------------|------------------------------|-----------------------|-------------------|----------------------|-------------------|
|  | <b>Budget</b>         | <b>% of Total<br/>Budget</b> | <b>Expenditures</b>   | <b>% Expended</b> | <b>Encumbrances</b>  | <b>%<br/>Used</b> |
| Personnel                              | 96,935,137.00         | 52.2%                        | 68,693,153.90         | 70.9%             | 27,361,257.37        | 99.1%             |
| Travel                                 | 1,314,950.00          | 0.7%                         | 922,385.16            | 70.1%             | 46,250.91            | 73.7%             |
| General Operating                      | 29,948,269.00         | 16.1%                        | 11,731,819.66         | 39.2%             | 10,121,697.64        | 73.0%             |
| Office Furniture & Equipment           | 1,669,414.50          | 0.9%                         | 683,375.47            | 40.9%             | 181,740.62           | 51.8%             |
| Client / General Assistance            | 44,480,862.00         | 24.0%                        | 20,900,027.42         | 47.0%             | 19,534,079.54        | 90.9%             |
| Indirect Cost                          | 11,270,854.00         | 6.1%                         | 8,284,046.47          | 73.5%             | 2,986,807.53         | 100.0%            |
| <b>Total</b>                           | <b>185,619,486.50</b> | <b>100.0%</b>                | <b>111,214,808.08</b> | <b>59.9%</b>      | <b>60,231,833.61</b> | <b>92.4%</b>      |

## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs</b>                                  |                      |                   |                      |              |                      |              |
|--|----------------------|-------------------|----------------------|--------------|----------------------|--------------|
| <b>Vocational Rehabilitation and Visual Services</b> |                      |                   |                      |              |                      |              |
|  | Budget               | % of Total Budget | Expenditures         | % Expended   | Encumbrances         | % Used       |
| Personnel  | 30,477,753.00        | 36.7%             | 20,464,879.07        | 67.1%        | 9,599,577.00         | 98.6%        |
| Travel   | 882,950.00           | 1.1%              | 683,524.81           | 77.4%        | 1,314.56             | 77.6%        |
| General Operating                                    | 10,214,860.00        | 12.3%             | 5,509,882.56         | 53.9%        | 4,023,976.01         | 93.3%        |
| Office Furniture & Equipment                         | 736,508.00           | 0.9%              | 349,124.77           | 47.4%        | 149,151.59           | 67.7%        |
| Client / General Assistance                          | 36,371,862.00        | 43.7%             | 14,894,704.89        | 41.0%        | 17,768,474.55        | 89.8%        |
| Indirect Cost  | 4,471,299.00         | 5.4%              | 3,167,362.74         | 70.8%        | 1,303,936.26         | 100.0%       |
| <b>Total</b>   | <b>83,155,232.00</b> | <b>100.0%</b>     | <b>45,069,478.84</b> | <b>54.2%</b> | <b>32,846,429.97</b> | <b>93.7%</b> |
| <i>Vocational Rehabilitation Grant</i>               |                      |                   |                      |              |                      |              |
|  | Budget               | % of Total Budget | Expenditures         | % Expended   | Encumbrances         | % Used       |
| Personnel  | 27,758,218.00        | 35.5%             | 18,409,956.35        | 66.3%        | 8,951,138.14         | 98.6%        |
| Travel   | 864,000.00           | 1.1%              | 665,136.66           | 77.0%        | 1,314.56             | 77.1%        |
| General Operating                                    | 9,263,446.00         | 11.8%             | 5,181,044.81         | 55.9%        | 3,542,591.62         | 94.2%        |
| Office Furniture & Equipment                         | 543,960.00           | 0.7%              | 196,048.03           | 36.0%        | 149,051.60           | 63.4%        |
| Client / General Assistance                          | 35,655,667.00        | 45.6%             | 14,542,363.15        | 40.8%        | 17,492,330.92        | 89.8%        |
| Indirect Cost  | 4,160,619.00         | 5.3%              | 2,921,157.35         | 70.2%        | 1,239,461.65         | 100.0%       |
| <b>Total</b>   | <b>78,245,910.00</b> | <b>100.0%</b>     | <b>41,915,706.35</b> | <b>53.6%</b> | <b>31,375,888.49</b> | <b>93.7%</b> |

## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs</b>                  |                      |                   |                     |              |                     |              |
|--------------------------------------|----------------------|-------------------|---------------------|--------------|---------------------|--------------|
| <b>Oklahoma School for the Blind</b> |                      |                   |                     |              |                     |              |
|                                      | Budget               | % of Total Budget | Expenditures        | % Expended   | Encumbrances        | % Used       |
| Personnel                            | 7,437,421.00         | 71.6%             | 5,876,304.34        | 79.0%        | 1,497,505.68        | 99.1%        |
| Travel                               | 107,000.00           | 1.0%              | 57,101.25           | 53.4%        | 0.00                | 53.4%        |
| General Operating                    | 1,694,187.00         | 16.3%             | 872,929.47          | 51.5%        | 700,561.48          | 92.9%        |
| Office Furniture & Equipment         | 285,127.00           | 2.7%              | 200,291.95          | 70.2%        | 32,589.03           | 81.7%        |
| Client / General Assistance          | 76,000.00            | 0.7%              | 28,458.26           | 37.4%        | 0.00                | 37.4%        |
| Indirect Cost                        | 784,440.00           | 7.6%              | 631,333.30          | 80.5%        | 153,106.70          | 100.0%       |
| <b>Total</b>                         | <b>10,384,175.00</b> | <b>100.0%</b>     | <b>7,666,418.57</b> | <b>73.8%</b> | <b>2,383,762.89</b> | <b>96.8%</b> |

## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs</b>                 |                      |                   |                     |              |                     |              |
|-------------------------------------|----------------------|-------------------|---------------------|--------------|---------------------|--------------|
| <b>Oklahoma School for the Deaf</b> |                      |                   |                     |              |                     |              |
|                                     | Budget               | % of Total Budget | Expenditures        | % Expended   | Encumbrances        | % Used       |
| Personnel                           | 9,200,943.00         | 41.1%             | 6,303,439.80        | 68.5%        | 2,856,849.07        | 99.6%        |
| Travel                              | 154,500.00           | 0.7%              | 106,492.97          | 68.9%        | 18,239.60           | 80.7%        |
| General Operating                   | 10,872,767.00        | 48.6%             | 1,328,321.16        | 12.2%        | 2,829,179.16        | 38.2%        |
| Office Furniture & Equipment        | 565,568.50           | 2.5%              | 104,500.47          | 18.5%        | 0.00                | 18.5%        |
| Client / General Assistance         | 583,000.00           | 2.6%              | 141,002.26          | 24.2%        | 151,467.00          | 50.2%        |
| Indirect Cost                       | 1,007,110.00         | 4.5%              | 737,218.72          | 73.2%        | 269,891.28          | 100.0%       |
| <b>Total</b>                        | <b>22,383,888.50</b> | <b>100.0%</b>     | <b>8,720,975.38</b> | <b>39.0%</b> | <b>6,125,626.11</b> | <b>66.3%</b> |

## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs</b>                      |                      |                   |                      |              |                      |              |
|--|----------------------|-------------------|----------------------|--------------|----------------------|--------------|
| <b>Disability Determination Division</b> |                      |                   |                      |              |                      |              |
|  | Budget               | % of Total Budget | Expenditures         | % Expended   | Encumbrances         | % Used       |
| Personnel                                | 41,243,263.00        | 71.1%             | 29,766,049.58        | 72.2%        | 11,281,263.79        | 99.5%        |
| Travel                                   | 94,300.00            | 0.2%              | 30,286.80            | 32.1%        | 26,696.75            | 60.4%        |
| General Operating                        | 4,177,654.00         | 7.2%              | 2,589,094.07         | 62.0%        | 1,391,522.16         | 95.3%        |
| Office Furniture & Equipment             | 34,213.00            | 0.1%              | 2,400.62             | 7.0%         | 0.00                 | 7.0%         |
| Client / General Assistance              | 7,450,000.00         | 12.8%             | 5,835,862.01         | 78.3%        | 1,614,137.99         | 100.0%       |
| Indirect Cost                            | 5,000,570.00         | 8.6%              | 3,743,793.22         | 74.9%        | 1,256,776.78         | 100.0%       |
| <b>Total</b>                             | <b>58,000,000.00</b> | <b>100.0%</b>     | <b>41,967,486.30</b> | <b>72.4%</b> | <b>15,570,397.47</b> | <b>99.2%</b> |



## Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

| <b>All Programs</b>          |                      |                   |                     |              |                     |              |
|------------------------------|----------------------|-------------------|---------------------|--------------|---------------------|--------------|
| <b>DRS Support Services</b>  |                      |                   |                     |              |                     |              |
|                              | Budget               | % of Total Budget | Expenditures        | % Expended   | Encumbrances        | % Used       |
| Personnel                    | 8,575,757.00         | 73.3%             | 6,282,481.11        | 73.3%        | 2,126,061.83        | 98.1%        |
| Travel                       | 76,200.00            | 0.7%              | 44,979.33           | 59.0%        | 0.00                | 59.0%        |
| General Operating            | 2,988,801.00         | 25.6%             | 1,431,592.40        | 47.9%        | 1,176,458.83        | 87.3%        |
| Office Furniture & Equipment | 47,998.00            | 0.4%              | 27,057.66           | 56.4%        | 0.00                | 56.4%        |
| Client / General Assistance  | 0.00                 | 0.0%              | 0.00                | 0.0%         | 0.00                | 0.0%         |
| Indirect Cost                | 7,435.00             | 0.1%              | 4,338.48            | 58.4%        | 3,096.52            | 100.0%       |
| <b>Total</b>                 | <b>11,696,191.00</b> | <b>100.0%</b>     | <b>7,790,448.98</b> | <b>66.6%</b> | <b>3,305,617.18</b> | <b>94.9%</b> |

# Department of Rehabilitation Services Financial Status Report FY 24

As of April 30, 2024

## **Personnel**

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Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

## **Travel**

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Travel - Agency Direct

Travel - Reimbursements

## **General Operating**

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AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

Inter/Intre Agency Payment for Personal Services

Maintenance & Repair

Miscellaneous Administration Fee

Professional Services

Production, Safety, Security

Refunds, Indemnities, Restitution

Rent Expense

Scholarships, Tuition and Other Incentive-Type Payments

Shop Expense

Specialized Supplies & Materials

## **Office Furniture & Equipment**

---

Library Equipment & Resources

Office Furniture & Equipment

---

## **Client / General Assistance**

---

Social Service and Assistance Payments

## **Indirect Cost**

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**OKLAHOMA COMMISSION FOR REHABILITATION SERVICES**

**EXECUTIVE SUMMARY**

**ISSUE:**

Approval of the FY 2026 – FY 2033 Capital Outlay Request

**BACKGROUND:**

At the Commission meeting held May 15, 2024, the Commission for Rehabilitation Services reviewed capital requests and justifications for FY 2026 – FY 2033.

**STAFF RECOMMENDATION:**

Staff requests approval of the FY 2026 – FY 2033 Capital Outlay Request.

**BUDGET IMPACT:**

**FY 2026 – FY 2033 Capital Outlay Request**

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

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

| <b>Priority</b>      | <b>Project #</b> | <b>Project Name</b>   | <b>Amount</b>           |
|----------------------|------------------|---|-------------------------|
| 1                    | 805-0090         | OSB - Boys Dormitory Remodel                                | \$ 1,300,000.00         |
| 2                    | 805-0068         | OSB - New Cafeteria   | 6,700,000.00            |
| 3                    | 805-0036         | OSB - New Media and Technology Center                       | 4,350,000.00            |
| 4                    | 805-0069         | OSB - Auditorium Remodel                                    | 900,000.00              |
| 5                    | 805-0103         | OSD - Resurface Parking Lots and Roads, and Covered Parking | 2,500,000.00            |
| 6                    | 805-0030         | OSB - B-4 Building Remodel                                  | 1,300,000.00            |
| 7                    | 805-0026         | OSB - New Maintenance and Auto/Carpentry Shop               | 2,850,000.00            |
| 8                    | 805-0072         | OSB - Apartment Remodel                                     | 900,000.00              |
| <b>TOTAL REQUEST</b> |                  |   | <b>\$ 20,800,000.00</b> |

| <b>Division/Program</b>           | <b>Amount</b>           |
|-----------------------------------|-------------------------|
| OSB (7 Projects)                  | \$ 18,300,000.00        |
| OSD (1 Projects)                  | 2,500,000.00            |
| <b>Total Request (8 Projects)</b> | <b>\$ 20,800,000.00</b> |

## DEPARTMENT OF REHABILITATION SERVICES

### FY 2026 - FY 2033 Capital Outlay Request

#### **805-0090 OSB - Boys Dormitory Remodel**

**Agency Priority 1 Amount \$1,300,000**

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

#### **805-0068 OSB - New Cafeteria**

**Agency Priority 2 Amount \$6,700,000**

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

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

**Agency Priority 3 Amount \$4,350,000**

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

**805-0069 OSB - Auditorium Remodel**  
**Agency Priority 4 Amount \$900,000**

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

**805-0103 OSD - Resurface Parking Lots and Roads, and Covered Parking**  
**Agency Priority 5 Amount \$2,500,000**

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

**805-0030 OSB - B-4 Building Remodel**  
**Agency Priority 6 Amount \$1,300,000**

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

**805-0026 OSB - New Maintenance and Auto/Carpentry Shop**  
**Agency Priority 7 Amount \$2,850,000**

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

**805-0072 OSB - Apartment Remodel**  
**Agency Priority 8 Amount \$900,000**

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

**TOTAL REQUEST \$20,800,000**

# Oklahoma Commission for Rehabilitation Services

## Executive Summary

### ISSUE:

Staff requests approval of the FY 2025 Expenditure Limits and FTE Budgetary Limit

### BACKGROUND:

The FY 2025 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's FY 2025 state appropriations increased \$3,710,000, or 9.6% from the FY 2024 base. Total DRS State Appropriations for FY 2025 are \$42,252,951.

### STAFF RECOMMENDATION:

Adopt the following:

| <u>FY 2025 Expenditure Limits</u> |                   |
|-----------------------------------|-------------------|
| DVR/DSBVI                         | \$108,000,000     |
| OSB                               | 13,000,000        |
| OSD                               | 30,000,000        |
| DDS                               | 62,000,000        |
| Support Services                  | <u>14,000,000</u> |
| DRS Total                         | \$227,000,000     |

### 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 2025 shall be set at 1,255.0 FTE.

### BUDGET IMPACT:

Allow spending levels up to limits stated above.

### Budget Impact Reviewed by:



Date: June 4, 2024





# Oklahoma School for the Deaf Report

## OSD Donation Report May 2024

### Donations Under \$500.00


| Date | Name                                | Cash          | Fund        | Explanation                             | Property Value |
|------|-------------------------------------|---------------|-------------|---|----------------|
| 5/1  | Unknown Facebook Friends            |               | Yearbook    | Yearbook Party Donations                | 243.93         |
| 5/15 | Kathryn Robins                      | 100.00        | 70100/20300 | Sorority Donation                       |                |
|      | <b>Subtotal Cash Under \$500.00</b> | <b>100.00</b> |             | <b>Subtotal Property Under \$500.00</b> | <b>243.93</b>  |

### Donations Over \$500.00

|      |                               |               |           |  |                 |
|------|-------------------------------|---------------|-----------|--|-----------------|
| 5/30 | Broken Bow Church of God      |               | Sr. Class | Church provided room & board for OSD Senior trip | 1,205.00        |
|      | <b>Subtotal Cash Combined</b> | <b>100.00</b> |           | <b>Subtotal Property Combined</b>                | <b>1,448.93</b> |

**Total donation for May 2024**

|            |
|------------|
| \$1,548.93 |
|------------|



# Oklahoma School for the Blind Report

## OSB DONATION REPORT

|                           |
|---------------------------|
| <b>May 2024 Donations</b> |
|---------------------------|

**Donations under \$500**

| Date     | Name   | Cash      | Fund | Property | Value |
|----------|--|-----------|------|----------|-------|
| 5/2/2024 | First Baptist Church Fort Gibson/graduate gifts  | \$ 280.00 | 701  |          |       |
| 5/2/2024 | Robert & Faye Miller/In memory of Frank Dirksen<br>Jr/Sr class trip expenses for Erikson Lopez | \$ 40.00  | 701  |          |       |
| 5/9/2024 | Chuculate Baptist Church/Mykel Eagle   | \$ 261.00 | 701  |          |       |


|   |                  |  |                       |             |
|---|------------------|--|-----------------------|-------------|
| <b>Subtotal of Cash (under \$500) donated in May 2024</b> | <b>\$ 581.00</b> |  | <b>Subtotal prop.</b> | <b>\$ -</b> |
|---|------------------|--|-----------------------|-------------|

**Donations \$500 and over**

|  |             |     |  |  |
|--|-------------|-----|--|--|
| 5/14/2024 Patsi Nix Smith/Space Camp travel expenses | \$ -        |     |  |  |
|  | \$ 1,250.00 | 701 |  |  |

|  |  |  |                       |             |
|--|--|--|-----------------------|-------------|
| <b>Subtotal of Cash (\$500 and over) donated in May 2024</b> |  |  | <b>Subtotal prop.</b> | <b>\$ -</b> |
|--|--|--|-----------------------|-------------|

|  |                   |  |  |  |
|--|-------------------|--|--|--|
| <b>TOTAL DONATION AMOUNTS May - 2024</b> | <b>\$1,831.00</b> |  |  |  |
|--|-------------------|--|--|--|



# Oklahoma Library for the Blind and Physically Handicapped Report

# OLBPH FY2024 May 2024 Donation Report

## Donations under \$500

| Date  | Name                            | Cash            | Fund | Property | Value |
|---|---------------------------------|-----------------|------|----------|-------|
| 05/09/2024                                    | Enid Chapter Women of the Moose | \$50.00         |      |          |       |
| <b>Subtotal of Cash (Under \$500) Donated</b> |                                 | <b>\$50.00</b>  |      |          |       |
| <b>TOTAL DONATION AMOUNT</b>                  |                                 | <b>\$ 50.00</b> |      |          |       |

Note of error on April 2024 donation report,

The April 29 donation from Rusler Implement Co. Pueblo CO was recorded incorrectly as \$50. The donation was \$25 making April's total donation \$225.