



OKLAHOMA
Rehabilitation Services

Commission for Rehabilitation Services



Commissioners

Janet Barresi, Theresa Flannery, and Kelsey Lee

Regular Meeting

There is no virtual option for this meeting

Disability Determination Services

9801 N. Kelley Avenue

Oklahoma City, OK 73131

June 11, 2025

Empowering Oklahomans with Disabilities

**State of Oklahoma
Commission for Rehabilitation Services
Regular Commission Meeting
June 11, 2025, at 10:30 a.m.**

Disability Determination Services
9801 N. Kelley Avenue
Oklahoma City 73131-2433

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

Sign Language Interpreters are provided for public accessibility.

Due to technical difficulties there will be no virtual option for this meeting.

Public Comment: To speak in person, please sign up on arrival prior to the start of the meeting. Public comments will be limited to three minutes per person.

AGENDA

1. Call to Order and Roll Call

Theresa Flannery, Chair

2. Statement of Compliance with the Open Meeting Act

Kathleen Arrieta, Commission Assistant

3. Public Comments

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

4. Presentation of Longevity Certificates

Theresa Flannery, Chair

5. Executive Director's Report

Melinda Fruendt, Executive Director

- a) Certificates of Appreciation
- b) Report includes agency and departmental updates, process improvement, case reviews, and program standards.
- c) Possible discussion

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- 6. Legislative Report** Pg. 10
Jennifer Hardin, Legislative Liaison
a) Status of legislative bills including commission expansion.
b) Possible discussion
- 7. Chief Financial Officer's Report**
Kevin Statham, Chief Financial Officer
a) Financial Status Report Pg. 19
 • Discussion
b) FY 2027 - FY 2034 Capital Outlay Request Pg. 26
 • Discussion and possible action
c) Presentation of FY 2026 Expenditure Limits and FTE Budgetary Limit Pg. 30
 • Discussion and possible action
- 8. Human Resources Report** Pg. 32
Tom Patt, HR Director
a) Personnel Activity report
b) Introduction of new staff
c) Possible discussion
- 9. Services for the Blind and Visually Impaired Report** Pg. 38
Tracy Brigham, Division Administrator
a) Priority Group Updates and Portal Referrals
b) Report includes department updates and events.
c) Possible discussion
- 10. Corrective Action Plan (CAP) Update** Pg. 44
Stephanie Roe, Project Coordinator
a) Possible discussion
- 11. Statewide Independent Living Council (SILC) Report** Pg. 49
Sidna Madden-Trimnell, Executive Director
a) Report includes SILC and government updates, events and meetings.
b) Possible discussion
- 12. Review of Employment Contract Rate Changes** Pg. 53
Kathy Lowry, CPO and Compliance Officer
a) Report on new rates for employment provider contracts
b) Discussion and possible action to approve the new rates.

13. Adoption of 2025 Emergency Administrative Rules pursuant to 75 O.S. § 253

Tina Calloway, Administrative Programs Officer; Policy, Administration and Development Section

2025 Emergency Administrative Rules

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- a) 2025 Emergency Administrative Rule Amendments - Title 612. Chapter 10. Vocational Rehabilitation and Services for the Blind and Visually Impaired:
 - Subchapter 3. Client Participation in Cost of Services - 612:10-3-3. Participation of individuals in cost of services based on financial need [AMENDED]
 - Subchapter 7. Vocational Rehabilitation and Services for the Blind and Visually Impaired. Part 3. Case Processing Requirements - 612:10-7-25.1. Ability to serve all eligible individuals; order Order of selection Selection (OOS) for services [AMENDED]
 - Part 5. Case Status and Classification System - 612:10-7-50.1. Assessment for determining rehabilitation needs [AMENDED], 612:10-7-51. Individualized Plan for Employment [AMENDED], 612:10-7-55. Job Ready [AMENDED]
 - Part 14. Community Provider Employment Services - 612:10-7-137. Job Services [REVOKED]
 - Part 17. Supported Employment Services -612:10-7-184. Extended services [AMENDED]
 - Part 25. Transition from School to Work Study Program [AMENDED] -612:10-7-240. Overview of transition from school to work study services [AMENDED], 612:10-7-242. Pre-Employment Transition Services [AMENDED]
- b) 2025 Emergency Administrative Rule Summary
- c) 2025 Overview of Pre-ETS and Supported Employment Programs
- d) Discussion and possible action

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Approval of DRS Internal Policy

- a) 2025 Internal Policy – Chapter 3. Management Services Division. Subchapter 9. Central/Departmental Services Unit. Part 3. Contracts Section:
 - DRS:3-9-24.1. Fixed Rate Service Contracts and Procedure for Establishing Fixed Rates [NEW]
- b) 2025 Internal Policy Summary
- c) Discussion and possible action

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14. Acceptance of Donations to the Oklahoma School for Deaf

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Dr. Heather Laine, Superintendent

- a) Donation Report for May 2025
- b) Discussion and possible action to accept the donations.

15. Acceptance of Donations to the Oklahoma School for the Blind

Pg. 98

Brent Pearce, Superintendent

- a) Donation Report for May 2025
- b) Discussion and possible action to accept the donations.

16. Review of the Minutes of the May 14, 2025, Commission Meeting.

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Theresa Flannery, Chair

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

17. Election of Officers to the Oklahoma Commission for Rehabilitation Services

Theresa Flannery, Chair

- a) Discussion and possible action

18. New Business

Theresa Flannery, 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.

19. Adjournment

Theresa Flannery, Chair

- a) Discussion and possible action

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.

Next Commission meeting: Wednesday, August 13, 2025



Executive Director's Report

Oklahoma Department of Rehabilitation Services
EXECUTIVE DIRECTOR REPORT
June 11, 2025

Remembrance

Tommy Robertson passed away on May 22. He graduated from Muskogee Central High School and the Oklahoma School for the Blind on May 31, 1957. He pursued his higher education at Northeastern State University, where he earned a bachelor's degree in education. He then attended Oklahoma State University, obtaining a master's degree in counseling. Professionally, Tommy worked for Oklahoma Rehab and Visual Services for over 34 years as a counselor. He also was an executive member of the Oklahoma Foundation for the Education of Blind Children and Youth and an active member of both the Oklahoma League and the Oklahoma Council for the Blind.

Executive

May

15 – Oklahoma School for the Blind Graduation.
21 – Oklahoma School for the Deaf Graduation.
26 – Memorial Day
27-29 – Budget meetings with DRS divisions and schools.
29 – VR TAC Meeting.
30 – Business Enterprise Program graduation.

June

2-6 – Annual Leave
11 – Commission for Rehabilitation Services Meeting; DRS Executive Team Meeting.

Process Improvement (PI) – Lyuda Polyun

Federal Report

Successfully submitted the RSA-911 report for the third quarter of the Program Year.

AWARE

Continued development of an internal control policy for accurate Pre-Employment Transition Services reporting.

Continued our work with OU and the University of Missouri to clean and improve Pre-ETS service data reported on the Pre-VR website.

Launched collaboration with Alliance to kick off the new Business Enterprise Program.

Case Review

Instrument & Guide regarding the provision of pre-ETS case review in development.

A focus was placed on developing a new review process/procedures regarding “Potentially” eligible Transition students as a result of the RSA Monitoring recommendations. Potentially eligible students do not have an active DRS case and require a different tracking scenario.

Program Standards, Statistical Research, Data Dashboards

Continue to work on the Statewide Needs Assessment.

Working on data collection for the OLBPH survey.

Power Business Intelligence (BI)

Continuing the training in Coursera.

Continuing to work with our Power BI contractor to transition reports currently hosted in Tableau to the Power BI service.

Working with SharePoint team to make an official process for report requests.

Converting reports for FSD and QA Reports into Power BI.

Creating new reports for Aware Team and FSD.

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



Legislative Report

6/11/25 – DRS Commission Legislative Report

by Jennifer Hardin

Report Submission Date: 06-02-2025

➤ 05/30/25 – Sine Die of the First Session of the 60th Legislature

69 = Bills Vetoed

46 = Vetoed Bills were overridden by House & Senate

346 = Bills sent to the Secretary of State without signature

'25 DRS Request Bills

[SB 770](#)

[Hines, Kelly \(F\)\(R\)](#)

[Eaves, Ryan \(F\)\(R\)](#)

Expands the membership of the Commission for Rehabilitation Services to seven and adjusts their term expiration dates; EMERGENCY.

1-15-25 S Filed

01-28-25 S Referred to Senate Committee Senate Health & Human Services

02-17-25 S Meeting set for 1:30 p.m., Room 535 - Senate Health & Human Services

02-17-25 S Voted from committee - Do Pass Senate Health & Human Services

03-26-25 S Set on the Senate Floor Agenda

03-26-25 S Laid out for consideration in the Senate at 3:28pm

03-26-25 S Passed/Adopted (Vote: Y: 44/N: 1)

03-26-25 S Emergency Passed (Vote: Y: 44/N: 1)

03-27-25 H Received in the House

04-01-25 H Referred to House Committee on House Public Health

04-01-25 H And also Referred to House Oversight: Health & Human Svcs

04-09-25 H Meeting set for 9:00 a.m., Room 206 - House Public Health

04-09-25 H Voted from committee - Do Pass House Public Health

04-09-25 H Referred to House Committee on House Oversight: Health & Human Svcs

04-16-25 H Meeting set for 9:00 a.m., Room 206 - House Oversight: Health & Human Svcs

04-16-25 H Voted from committee - Do Pass House Oversight: Health & Human Svcs

05-05-25 H Set on the House Floor Agenda

05-06-25 H Laid out for consideration in the House at 6:45pm

05-06-25 H Passed/Adopted (Vote: Y: 79/N: 4)

05-06-25 H Emergency Passed (Vote: Y: 79/N: 4)

05-07-25 G Sent to the Governor

05/13/25 G Vetoed by the Governor: By granting the Legislature a majority of appointments to an executive board, this law undermines the independence of the executive branch...

05-29-25 S Laid out for consideration in the Senate at 11:30am

05-29-25 S The Senate moves that SB 770 become law

The objection of the Governor notwithstanding

05/29/25 S Override of the Governor's veto (Vote: Y: 47/N: 0)

05-29-25 H Laid out for consideration in the House at 9:28pm

05-29-25 H The House moves that SB 770 becomes law notwithstanding the Governor's veto

05/29/25 H Override of the Governor's veto (Vote: Y: 76/N: 5)

05/29/25 To Secretary of State without Signature



OKLAHOMA Rehabilitation Services

Bill Status Report

06-02-2025 - 10:00:26

'25 DRS Request Bills

SB 770	Hines, Kelly (R) Eaves, Ryan (R)	Expands the membership of the Commission for Rehabilitation Services to seven and adjusts their term expiration dates; EMERGENCY.
Bill History:		
5/29/25 Senate Override of the Governor's veto (Vote: Y: 47/N: 0)		
5/29/25 House Override of the Governor's veto (Vote: Y: 76/N: 5)		
5/29/25 To Secretary of State without Signature		

'25 Direct DRS Impact Bills

HB 1138	Ford, Ross(R) Frix, Avery (F)(R)	Directs the Human Capital Management Division of OMES to receive and act upon complaints from disciplinary action and grievances filed by state employees under certain circumstances.
Bill History:		
05-29-25 G To Secretary of State without Signature (Chap: 0)		

HB 1178	Stark, Marilyn(R) Bullard, David(R)	Makes a misdemeanor the use of a service animal to attempt to gain treatment or benefits without the presence of a disability.
Bill History:		
05-29-25 G To Secretary of State without Signature (Chap: 0)		

[HB 1607](#) [Gise, Emily \(F\)\(R\)](#)
[Kern, Spencer \(F\)\(R\)](#) Requires state agencies to report all contract employees to the Office of Management and Enterprise Services.

Bill History: 05-27-25 G Signed by the Governor (Chap: 290)

[HB 1833](#) [Hefner, Ellyn\(D\)](#)
[Kirt, Julia\(D\)](#) Creates the Rethinking Paying Subminimal Wage to Persons with Disabilities Task Force to study and develop a plan to phase out the practice of paying workers with disabilities subminimal wages.

Bill History: 05-13-25 G To Secretary of State without Signature (Chap: 182)

[HB 2728](#) [Kendrix, Gerrid\(R\)](#)
[Bergstrom, Micheal\(R\)](#) Expands the duties of LOFT to include impact analysis of proposed permanent agency rules and adjusts the process for legislative review of such rules; EMERGENCY.

Bill History: 05-21-25 G Signed by the Governor (Chap: 258)

[HB 2729](#) [Kendrix, Gerrid\(R\)](#)
[Bergstrom, Micheal\(R\)](#) Requires courts to interpret the meaning of statute de novo in a way which favors limiting agency power and prohibits administrative agencies from awarding civil penalties that would also be subject to common law.

Bill History: 05-21-25 G Signed by the Governor (Chap: 259)

[SB 364](#) [Rader, Dave\(R\)](#)
[Moore, Anthony\(R\)](#) Prohibits school personnel from using corporal punishment on any student with a disability.

Bill History: 05-08-25 G To Secretary of State without Signature (Chap: 99)

Disability Oversight Bills

[HB 1566](#) [Duel, Collin\(R\)](#)
[Weaver, Darrell\(R\)](#) Creating the Oklahoma Elder Exploitation and Abuse Act meant to help incapacitated persons and vulnerable adults protect themselves from those who neglect, exploit, or abuse them through civil action.

Bill History: 05-13-25 G To Secretary of State without Signature (Chap: 177)

[SB 731](#) [Stanley, Brenda\(R\)](#)
[Miller, Nicole\(R\)](#) Allows statements made by vulnerable adults to be admissible in court during certain proceedings.

Bill History: 05-14-25 G To Secretary of State without Signature (Chap: 207)

SB 947	Rosino, Paul(R) Gise, Emily (F)(R)	Adjusts references to the Long-Term Care Ombudsman program, placing the ombudsman under the Attorney General and making the Council on Aging and Adult Protective Svcs a Dept of Human Services entity advising the ombudsman; EMERGENCY.
Bill History:		05-13-25 G To Secretary of State without Signature (Chap: 214)
SB 949	Rosino, Paul(R) Roe, Cynthia(R)	Establishes certain record request authority and related powers for the Office of Client Advocacy within the Dept. of Health; EMERGENCY.
Bill History:		05-13-25 G To Secretary of State without Signature (Chap: 215)
HB 1393	Kerbs, Dell(R) Daniels, Julie(R)	Directs the Board of Education to develop separate parental consent forms for various actions within a special education student's individual education program; EMERGENCY.
Bill History:		05-10-25 G Signed by the Governor (Chap: 91)
HB 1727	Moore, Anthony(R) Pugh, Adam(R)	Extends Oklahoma Higher Learning Access Program eligibility to the children of teachers serving in the state for at least ten years; EMERGENCY.
Bill History:		05-28-25 G Sent to the Governor
HB 1995	Turner, Tim (F)(R) Hamilton, Warren(R)	Designates school resource officers and security guards as school employees for the purposes of determining certain sex crimes against students; EMERGENCY. 5/27/25 – Signed by the Governor.
HB 2151	Hall, Rob (F)(R) Sacchieri, Kendal (F)(R)	Requires the Dept. of Education to publish certain federal education guidelines within five days of receiving them.
Bill History:		05-14-25 G To Secretary of State without Signature (Chap: 188)
SB 105	Daniels, Julie(R) Caldwell, Chad(R)	Modifies various provisions related to the Lindsey Nicole Henry Scholarships for Students with Disabilities Program; EMERGENCY.
Bill History:		05-20-25 G Signed by the Governor (Chap: 246)

[SB 139](#) [Seifried, Ally\(R\)](#)
[Caldwell, Chad\(R\)](#) Directs school districts to implement a "bell-to-bell" ban on the use of cell phones by students while on school grounds for specified school years.

Bill History: 06-02-25 G Earliest Effective Date: 08/29/2025

[SB 758](#) [Thompson, Kristen\(R\)](#)
[Moore, Anthony\(R\)](#) Allows schools to use a limited number of virtual days towards required classroom instruction time.

Bill History: 05-05-25 G Signed by the Governor (Chap: 41)

[SB 840](#) [Hicks, Carri\(D\)](#)
[Moore, Anthony\(R\)](#) Establishes a micro credential for certified teachers completing Certified Academic Language Therapist certification or Center for Effective Reading Instructions through the Educational Quality and Accountability Commission; EMERGENCY.

Bill History: 05-29-25 G To Secretary of State without Signature (Chap: 0)

[SB 841](#) [Pugh, Adam\(R\)](#)
[Hasenbeck, Toni\(R\)](#) Requires certified teaching personnel in public schools to be trained in certain reading instruction programs and take a related assessment; EMERGENCY.

Bill History: 05-27-25 G Signed by the Governor (Chap: 297)

General Government Bills

[HB 2108](#) [Osburn, Mike\(R\)](#)
[Gillespie, Christi \(F\)\(R\)](#) Adjusts various references in the Employee Insurance and Benefits Act and requires the Health Care Authority to work in conjunction with OMES to determine certain provisions.

Bill History: 05-25-25 G To Secretary of State without Signature (Chap: 0)

[HB 2729](#) [Kendrix, Gerrid\(R\)](#)
[Bergstrom, Micheal\(R\)](#) Requires courts to interpret the meaning of statute de novo in a way which favors limiting agency power and prohibits administrative agencies from awarding civil penalties that would also be subject to common law.

Bill History: 05-21-25 G Signed by the Governor (Chap: 259)

[SB 95](#) [Seifried, Ally\(R\)](#)
[Archer, Nick\(R\)](#) Exempts interns and other temporary, unpaid workers from the definition of employee within the Workers' Compensation Act.

Bill History: 05-12-25 G Earliest Effective Date: 11/01/2025

[SB 109](#) [Stanley, Brenda\(R\)](#)
[Miller, Nicole\(R\)](#) Requires health insurance in the state to provide coverage for certain genetic testing procedures related to cancer and family history.

Bill History: 05-29-25 G To Secretary of State without Signature (Chap: 0)

Open Meeting/Rules Bills

[HB 1664](#) [Cantrell, Josh\(R\)](#)
[Alvord, Jerry\(R\)](#) Permits the membership of boards of county commissioners to discuss county business and meet under certain circumstances without an official meeting subject to the Open Meetings Act under certain circumstances and limitations; EMERGENCY.

Bill History: 05-25-25 - To Secretary of State without Signature.

[HB 2163](#) [Pfeiffer, John\(R\)](#)
[Howard, Brent\(R\)](#) Creates a Public Access Counselor Unit within the Office of the Attorney General to investigate and process complaints and requests related to denied access to public records controlled by state public bodies besides the Legislature; EMERGENCY.

Bill History: 05-29-25 To Secretary of State without Signature

[HB 2731](#) [Kendrix, Gerrid\(R\)](#)
[Bergstrom, Micheal\(R\)](#) Modifies when rules not subject to a joint resolution can be submitted, moving the due date from April 1st to February 1st.

Bill History: 05-08-25 G To Secretary of State without Signature (Chap: 126)

[SB 491](#) [Guthrie, Brian \(F\)\(R\)](#)
[Hildebrant, Derrick \(F\)\(R\)](#) Expands authorized contents for discussion during public body executive sessions to include sale, lease and acquisition of real property.

Bill History: 05-19-25 G To Secretary of State without Signature (Chap: 249)

[SB 535](#) [Daniels, Julie\(R\)](#)
[Pae, Daniel\(R\)](#) Modifies provisions related to the Open Records Act, adjusting notice, transparency, fee collection and privacy standards.

Bill History: 05-25-25 To Secretary of State without Signature

Education Bills

[HB 1075](#) [Hildebrant, Derrick \(F\)\(R\)](#)
[Selfried, Ally\(R\)](#) Expands certain restrictions, notice and oversight required for dismissal or refusal of reemployment for teachers and school administrators; EMERGENCY.

Bill History: 05-24-25 - Signed by the Governor (Chap: 279)

HB 1086	Lowe, Dick(R) Pugh, Adam(R)	Adjusts school funding formula standards to remove an exemption on gifts and donations from budget calculation and to modify certain attendance; EMERGENCY.
Bill History:		05-22-25 To Secretary of State without Signature (Chap: 285)
HB 1087	Lowe, Dick(R) Pugh, Adam(R)	Requires public schools to add an additional instructional day to their calendar for each and every year there is an increase in public school funding of \$25 MIL and adds additional years of service to the teacher pay scale; EMERGENCY.
Bill History:		05-28-25 - Sent to the Governor
HB 1096	Hasenbeck, Toni(R) Pugh, Adam(R)	Modifies various provisions related to student testing to include CLT as an alternative exam alongside the ACT and SAT; EMERGENCY.
Bill History:		05-24-25 G Signed by the Governor (Chap: 277)
HB 1393	Kerbs, Dell(R) Daniels, Julie(R)	Directs the Board of Education to develop separate parental consent forms for various actions within a special education student's individual education program; EMERGENCY.
Bill History:		05-10-25 G Signed by the Governor (Chap: 91)
HB 1727	Moore, Anthony(R) Pugh, Adam(R)	Extends Oklahoma Higher Learning Access Program eligibility to the children of teachers serving in the state for at least ten years; EMERGENCY.
Bill History:		05-28-25 G Sent to the Governor
HB 1995	Turner, Tim (F)(R) Hamilton, Warren(R)	Designates school resource officers and security guards as school employees for the purposes of determining certain sex crimes against students; EMERGENCY.
Bill History:		05-07-25: Signed by the Governor (Chap: 60)
HB 2151	Hall, Rob (F)(R) Sacchieri, Kendal (F)(R)	Requires the Dept. of Education to publish certain federal education guidelines within five days of receiving them.
Bill History:		05-14-25: To Secretary of State without Signature (Chap: 188)

SB 105	Daniels, Julie(R) Caldwell, Chad(R)	Modifies various provisions related to the Lindsey Nicole Henry Scholarships for Students with Disabilities Program; EMERGENCY.
Bill History:		05-20-25 Signed by the Governor (Chap: 246)
SB 139	Seifried, Ally(R) Caldwell, Chad(R)	Directs school districts to implement a "bell-to-bell" ban on the use of cell phones by students while on school grounds for specified school years.
Bill History:		06-02-25 G Earliest Effective Date: 08/29/2025
SB 758	Thompson, Kristen(R) Moore, Anthony(R)	Allows schools to use a limited number of virtual days towards required classroom instruction time.
Bill History:		06-02-25 G Earliest Effective Date: 08/29/2025
SB 840	Hicks, Carri(D) Moore, Anthony(R)	Establishes a micro credential for certified teachers completing Certified Academic Language Therapist certification or Center for Effective Reading Instructions through the Educational Quality and Accountability Commission; EMERGENCY.
Bill History:		05-29-25 - To Secretary of State without Signature
SB 841	Pugh, Adam(R) Hasenbeck, Toni(R)	Requires certified teaching personnel in public schools to be trained in certain reading instruction programs and take a related assessment; EMERGENCY.
Bill History:		05-27-25 Signed by the Governor (Chap: 297)

Workforce Dev. Bills

SB 662	Pugh, Adam(R) Hill, Brian(R)	Creates the Workforce Commission Revolving fund, directing the Commission to develop and implement certain programs to address workforce development needs.
Bill History:		05-27-25: To Secretary of State without Signature.



Chief Financial Officer's Report

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

Agency Summary						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	97,919,808.00	48.5%	70,417,296.34	71.9%	26,201,433.91	98.7%
Travel	1,393,060.00	0.7%	1,233,467.01	88.5%	19,726.34	90.0%
General Operating	31,687,782.00	15.7%	14,537,627.77	45.9%	12,508,445.49	85.4%
Office Furniture & Equipment	2,030,077.00	1.0%	490,432.33	24.2%	823,881.63	64.7%
Client / General Assistance	57,656,079.00	28.5%	27,745,455.90	48.1%	25,026,614.21	91.5%
Indirect Cost	11,342,321.00	5.6%	8,701,012.03	76.7%	2,641,308.97	100.0%
Total	202,029,127.00	100.0%	123,125,291.38	60.9%	67,221,410.55	94.2%

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

All Programs						
Vocational Rehabilitation and Services for the Blind & Visually Impaired						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	31,331,077.00	32.0%	21,922,451.38	70.0%	9,163,581.56	99.2%
Travel	985,400.00	1.0%	947,703.44	96.2%	165.00	96.2%
General Operating	11,672,362.00	11.9%	6,313,849.13	54.1%	4,689,133.83	94.3%
Office Furniture & Equipment	882,037.00	0.9%	269,918.42	30.6%	333,958.54	68.5%
Client / General Assistance	48,471,079.00	49.5%	22,177,077.22	45.8%	21,659,246.76	90.4%
Indirect Cost	4,676,141.00	4.8%	3,617,140.97	77.4%	1,059,000.03	100.0%
Total	98,018,096.00	100.0%	55,248,140.56	56.4%	36,905,085.72	94.0%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	28,555,136.00	31.1%	19,814,155.89	69.4%	8,546,005.62	99.3%
Travel	959,400.00	1.0%	920,784.73	96.0%	165.00	96.0%
General Operating	9,640,549.00	10.5%	5,774,111.08	59.9%	3,300,573.54	94.1%
Office Furniture & Equipment	613,131.00	0.7%	172,320.85	28.1%	333,703.54	82.5%
Client / General Assistance	47,709,667.00	52.0%	21,762,372.25	45.6%	21,397,480.66	90.5%
Indirect Cost	4,358,379.00	4.7%	3,365,650.70	77.2%	992,728.30	100.0%
Total	91,836,262.00	100.0%	51,809,395.50	56.4%	34,570,656.66	94.1%

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

All Programs Oklahoma School for the Blind						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	7,516,825.00	72.2%	5,846,231.79	77.8%	1,537,987.66	98.2%
Travel	68,200.00	0.7%	48,876.72	71.7%	300.00	72.1%
General Operating	1,615,548.00	15.5%	897,820.76	55.6%	679,881.94	97.7%
Office Furniture & Equipment	396,861.00	3.8%	73,336.34	18.5%	189,276.79	66.2%
Client / General Assistance	53,000.00	0.5%	19,634.29	37.0%	0.00	37.0%
Indirect Cost	765,664.00	7.4%	630,017.82	82.3%	135,646.18	100.0%
Total	10,416,098.00	100.0%	7,515,917.72	72.2%	2,543,092.57	96.6%

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

All Programs Oklahoma School for the Deaf						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,421,685.00	40.8%	6,368,376.97	67.6%	3,034,701.31	99.8%
Travel	170,700.00	0.7%	152,849.73	89.5%	334.09	89.7%
General Operating	11,290,363.00	48.9%	3,290,406.63	29.1%	4,531,200.91	69.3%
Office Furniture & Equipment	628,419.00	2.7%	121,255.60	19.3%	300,646.30	67.1%
Client / General Assistance	581,000.00	2.5%	150,606.34	25.9%	214,505.50	62.8%
Indirect Cost	995,725.00	4.3%	731,069.98	73.4%	264,655.02	100.0%
Total	23,087,892.00	100.0%	10,814,565.25	46.8%	8,346,043.13	83.0%

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

All Programs						
Disability Determination Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	40,421,259.00	69.5%	29,775,472.99	73.7%	9,836,192.04	98.0%
Travel	69,500.00	0.1%	23,103.12	33.2%	18,927.25	60.5%
General Operating	4,196,880.00	7.2%	2,467,419.83	58.8%	1,768,112.28	100.9%
Office Furniture & Equipment	43,059.00	0.1%	6,948.82	16.1%	0.00	16.1%
Client / General Assistance	8,551,000.00	14.7%	5,398,138.05	63.1%	3,152,861.95	100.0%
Indirect Cost	4,898,302.00	8.4%	3,717,860.22	75.9%	1,180,441.78	100.0%
Total	58,180,000.00	100.0%	41,388,943.03	71.1%	15,956,535.30	98.6%

Department of Rehabilitation Services Financial Status Report FY 25

As of April 30, 2025

All Programs DRS Support Services						
	Budget	% of Total Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	9,228,962.00	74.9%	6,504,763.21	70.5%	2,628,971.34	99.0%
Travel	99,260.00	0.8%	60,934.00	61.4%	0.00	61.4%
General Operating	2,912,629.00	23.6%	1,568,131.42	53.8%	840,116.53	82.7%
Office Furniture & Equipment	79,701.00	0.6%	18,973.15	23.8%	0.00	23.8%
Client / General Assistance	0.00	0.0%	0.00	0.0%	0.00	0.0%
Indirect Cost	6,489.00	0.1%	4,923.03	75.9%	1,565.97	100.0%
Total	12,327,041.00	100.0%	8,157,724.81	66.2%	3,470,653.84	94.3%

Department of Rehabilitation Services

Financial Status Report FY 25

As of April 30, 2025

Personnel

Salary Expense

Insurance Premium -Health-Life, etc

FICA-Retirement Contributions

Travel

Travel - Agency Direct

Travel - Reimbursements

General Operating

AFP Encumbrances

Bond Indebtness and Expenses

Buildings-Purchase, Construction and Renovation

General Operating

Inter/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

OKLAHOMA COMMISSION FOR REHABILITATION SERVICES

EXECUTIVE SUMMARY

ISSUE:

Approval of the FY 2027 – FY 2034 Capital Outlay Request

BACKGROUND:

At the Commission meeting held May 14, 2025, the Commission for Rehabilitation Services reviewed capital requests and justifications for FY 2027 – FY 2034.

STAFF RECOMMENDATION:

Staff requests approval of the FY 2027 – FY 2034 Capital Outlay Request.

BUDGET IMPACT:**FY 2027 – FY 2034 Capital Outlay Request**

Division/Program	Number of Projects	Total Cost
OSB	6	\$18,255,000
OSD	2	5,000,000
TOTAL	8	\$23,255,000

**Department of Rehabilitation Services
FY 2027 - FY 2034 Capital Outlay Request**

Priority	Project #	Project Name	Amount
1	805-0068	OSB - New Cafeteria	\$ 6,800,500
2	805-0030	OSB - B-4 Building Remodel	2,319,500
3	805-0036	OSB - New Media and Technology Center	4,415,250
4	805-0069	OSB - Auditorium Remodel	913,500
5	805-0026	OSB - New Maintenance and Auto/Carpentry Shop	2,892,750
6	805-0072	OSB - Apartment Remodel	913,500
7	805-0104	OSD - Griffing Hall Remodel	3,000,000
8	805-0105	OSD - White Hall Remodel & HVAC Replacement	2,000,000
TOTAL REQUEST			\$ 23,255,000

Division/Program	Amount
OSB (6 Projects)	\$ 18,255,000
OSD (2 Projects)	5,000,000
Total Request (8 Projects)	\$ 23,255,000

DEPARTMENT OF REHABILITATION SERVICES

FY 2027 - FY 2034 Capital Outlay Request

805-0068 OSB - New Cafeteria

Agency Priority 1 Amount \$6,800,500

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

805-0030 OSB - B-4 Building Remodel

Agency Priority 2 Amount \$2,319,500

This project is to renovate the B-4 building into independent living spaces for transitional OSB students and to provide a main teaching/meeting area. The project would include new plumbing, electrical and HVAC systems, as well as plaster repairs, painting and new flooring. The project would also include the installation of an elevator. The building currently has a new roof, windows and tuckpointing. Presently, the second floor of the B-4 dormitory can only be used for storage. The main floor was previously renovated using donated funds.

805-0036 OSB - New Media and Technology Center

Agency Priority 3 Amount \$4,415,250

This request is for a new Media Technology Center that would also be large enough to house all of OSB's library materials. The new Center will include technology labs that are designed for low vision and braille students, as well as different types of electronic table tops and hand-held magnifiers. The computers will be adapted for visually impaired and blind students and study cubicles will enable students to complete assignments with support from trained technology and library staff members. In addition, braille embossers will be available in a soundproof room accessible from the lab. The OSB library has outgrown its present space. While most libraries have materials in one or two mediums; OSB provides books and materials in several mediums including regular print, large print, Braille and tape. A braille equivalent for one regular dictionary is twenty-four volumes in large print and thirty-two volumes in braille. Because OSB currently houses the largest braille library in the State of Oklahoma, the weight of the holdings on the top floor of the current library could present future problems. Additionally, due to the proximity of the library to the dormitory, it is necessary to block access to the library after school hours for security reasons. The new library will be located in an area that allows students to have full access to all media and resources after school hours. Students will also be able to exit in a safe and timely manner. Furthermore, the new library would include an area designated for the use of raised relief maps. OSB owns several relief maps that range in size from 3 ft x 3 ft to 5 ft x 4 ft. These maps are great learning tools for OSB students, however, there is currently no place to display the maps.

805-0069 OSB - Auditorium Remodel**Agency Priority 4 Amount \$913,500**

This request is to renovate the auditorium to upgrade flooring, lighting, sound system and seating capacity. Currently, at graduation and other special events, the auditorium fills to capacity with families, friends and dignitaries and many of them must stand in the aisles and doorways due to the limited seating capacity. Also, the seats can no longer be anchored into the plywood subfloor due to dry-rot. Therefore, the subfloor must be replaced before new seating and carpet can be installed. The carpet, painting and seating were replaced approximately thirty-six years ago and the sound system is around twenty years old. The lighting is inadequate and the HVAC system needs to be upgraded from a 2-pipe to a 4-pipe system. There are 265 seats in 3,150 square feet, including the balcony area.

805-0026 OSB - New Maintenance and Auto/Carpentry Shop**Agency Priority 5 Amount \$2,892,750**

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 must 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'

805-0072 OSB - Apartment Remodel**Agency Priority 6 Amount \$913,500**

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.

805-0104 OSD - Griffing Hall Remodel**Agency Priority 7 Amount \$3,000,000**

This project is to remodel the second and third floors of the Griffing Hall Dormitory, as well as the first floor bathrooms in the cafeteria. This will include creating additional walls on each floor, painting and remodeling the restrooms. It will also involve replacing the water lines, boiler, and variable air volume (VAV- a sophisticated type heating ventilation and air conditioning system that adjusts the amount of air delivered to different zones within a building space based on specific needs). The restrooms on the first floor in the cafeteria will also be remodeled.

805-0105 OSD - White Hall Remodel & HVAC Replacement**Agency Priority 8 Amount \$2,000,000**

This project is to remodel all of the restrooms in White Hall and replace five direct expansion units (on the roof and in two classrooms), as well as replace two air handling units in classrooms and twenty heating valves.

TOTAL REQUEST \$23,255,000

Oklahoma Commission for Rehabilitation Services

Executive Summary

ISSUE:

Staff requests approval of the FY 2026 Expenditure Limits and FTE Budgetary Limit

BACKGROUND:

The FY 2026 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 2026 state appropriations increased \$150,000, or .36% from the FY 2025 base. Total DRS State Appropriations for FY 2026 are \$42,402,951.

STAFF RECOMMENDATION:

Adopt the following:

<u>FY 2026 Expenditure Limits</u>	
DVR/DSBVI	\$108,000,000
OSB	15,000,000
OSD	25,000,000
DDS	62,000,000
Support Services	<u>14,000,000</u>
DRS Total	\$224,000,000

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 requirements imposed on the agency. The budgetary limit for FY 2026 shall be set at 1,255.0 FTE.

BUDGET IMPACT:

Allow spending levels up to limits stated above.

Budget Impact Reviewed by:



Date: June 2, 2025



Human Resources Report

PERSONNEL ACTIVITY REPORT AS OF MAY 31, 2025

FILLED AND VACANT POSITIONS

Personnel Activity = 9 vacant positions filled / 62 positions in Announcement or Selection Process

Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled
EXEC	Public Information Manager / 0587	04/21/2025	EXEC	05/19/2025	Continuous	25-103	Currently Open	
FSD	Accountant / 1124	01/03/2025	FSD	02/04/2025	02/24/2025	25-064	Bobbi Moore	05/01/2025
FSD	Accountant / P107088	NEW PIN	FSD	02/18/2025	03/07/2025	25-070	Dominick Bianchi	05/05/2025
MSD	Human Resources Management Spec / 1138	10/02/2024	MSD	05/30/2025	Continuous	25-113	Currently Open	
MSD	Business Analyst / 1083	07/12/2024	MSD	05/22/2025	06/11/2025	25-106	Currently Open	
MSD	Administrative Assistant / 1068	03/31/2025	MSD	05/22/2025	06/11/2025	25-108	Currently Open	
MSD	Human Resources Management Spec / 0893	12/02/2022	MSD	04/25/2025	Continuous	25-087	Currently Open	
OSB	Teacher / 0546	07/31/2025	OSB	05/15/2025	Continuous	25-100	Currently Open	
OSB	Outreach Coordinator / 0673	07/31/2025	OSB	04/22/2025	Continuous	25-086	Currently Open	
OSB	Teacher / 0425	07/31/2025	OSB	04/22/2025	Continuous	25-083	Currently Open	
OSB	School Principal / 0537	01/01/2025	OSB	01/08/2025	Continuous	25-060	Currently Open	
OSD	Housekeeping/Custodial Worker / 0712	07/01/2025	OSD	05/07/2025	Continuous	25-097	Currently Open	
OSD	Construction/Maintenance Technician / 0245	05/12/2025	OSD	05/15/2025	Continuous	25-104	Currently Open	
OSD	Fire Prevention & Security Officer / 0733	03/23/2025	OSD	04/07/2025	Continuous	25-081	Currently Open	
OSD	Sign Language Specialist / 0261	08/01/2024	OSD	02/24/2025	Continuous	25-071	Currently Open	
OSD	Counselor / 1028	11/13/2024	OSD	01/24/2025	Continuous	25-062	Currently Open	
OSD	Direct Care Specialist (Classroom) / 0648, 0525, 0111	11/01/2023 01/01/2025 03/01/2025	OSD	12/02/2024	Continuous	25-055	Currently Open	
OSD	Early Development Specialist / 1496	07/31/2024	OSD	09/19/2024	Continuous	25-036	Currently Open	
OSD	Construction/Maintenance Tech / 1042	10/01/2024	OSD	09/19/2024	Continuous	25-037	Benjamin Miller	05/19/2025
OSD	School Counselor / 1488	10/06/2022	OSD	07/15/2024	Continuous	25-007	Currently Open	
OSD	Teacher (Vocational) / 0448	08/01/2010	OSD	06/28/2024	Continuous	24-107	Currently Open	
OSD	Dir of Family and Early Childhood Services / 1494	05/10/2024	OSD	05/08/2024	Continuous	24-084	Currently Open	
OSD	Teacher / 0635	07/31/2024	OSD – Chickasha	04/15/2024	Continuous	24-083	Currently Open	

OSD	Sign Language Specialist, 2308 / 1090	07/20/2023	OSD	08/17/2023	Continuous	24-023	Currently Open	
		09/08/2024						
OSD	Direct Care Specialist (Dorm) / 0746, 0824, 0778	10/01/2024	OSD	10/24/2023	Continuous	23-032	Currently Open	
OSD	Teacher, 2083 / 0890	12/31/2024	OSD	10/04/2023	Continuous	23-079	Currently Open	
VR	Vocational Rehabilitation Specialist / 0500	08/01/2021	VR86 – Ada	05/07/2025	Continuous	25-091	Currently Open	
VR	Programs Field Representative / 0786	01/04/2017	VR – TBD	05/01/2025	Continuous	25-093	Currently Open	
VR	Vocational Rehabilitation Specialist / 0703	08/31/2024	VR23 – OKC	05/05/2025	Continuous	25-094	Currently Open	
VR	Business Services Liaison / 0958	06/06/2022	VR47 – OKC	05/06/2025	Continuous	25-095	Currently Open	
		12/19/2016						
VR	Rehabilitation Technician / 1050	04/28/2025	VR66 – Tulsa	05/06/2025	Continuous	25-096	Currently Open	
VR	Job Placement Specialist / 0925	05/31/2023	VR86 – Ada	05/09/2025	Continuous	25-098	Currently Open	
VR	Job Placement Specialist / 0270	11/30/2013	VR12 – Lawton	05/12/2025	Continuous	25-099	Currently Open	
VR	Behavioral Health Clinician / 0165	03/01/2011	VR13 – McAlester	05/15/2025	Continuous	25-101	Currently Open	
VR	Vocational Rehabilitation Specialist / 0056	06/12/2025	VR08 – Enid	05/14/2025	Continuous	25-102	Currently Open	
VR	Vocational Rehabilitation Specialist / 0671	05/12/2025	VR77 – Miami	05/22/2025	Continuous	25-111	Currently Open	
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	04/25/2025	Continuous	25-090	Currently Open	
VR	Assistive Technology Specialist / 0263	02/01/2025	VR36 – OKC	04/22/2025	Continuous	25-089	Currently Open	
VR	Assistive Technology Specialist / 0085	05/01/2024	VR36 – OKC	04/18/2025	Continuous	25-085	Currently Open	
VR	Rehabilitation Technician / 0756	03/27/2025	VR75 – Lawton	04/18/2025	Continuous	25-084	Currently Open	
VR	Rehabilitation Technician / 0220	05/31/2025	VR80 – Tulsa	04/15/2025	Continuous	25-082	Currently Open	
VR	Rehabilitation Technician / 0472	04/15/2025	VR15 – MWC	04/01/2025	Continuous	25-079	Currently Open	
VR	Vocational Rehabilitation Specialist / 0279	11/05/2024	VR47 – OKC	04/07/2025	04/11/2025	25-080	Currently Open	
VR	Rehabilitation Technician / 0095	03/01/2025	VR47 – OKC	03/26/2025	Continuous	25-076	Paul Edwards	05/19/2025
VR	Rehabilitation Technician / 1189	04/15/2025	VR44 – Stillwater	03/27/2025	Continuous	25-077	Jessica Foster	05/19/2025
VR	Programs Field Representative / 0540	09/01/2024	VR – TBD	02/11/2025	Continuous	25-067	Jeffery Newton	05/05/2025
VR	Vocational Rehabilitation Specialist / 0644	02/20/2025	VR42 – Poteau	02/19/2025	Continuous	25-069	Casey Rye	04/21/2025
VR	Vocational Rehabilitation Specialist / 0659	11/30/2024	VR38 – Okmulgee	01/27/2025	Continuous	25-065	Currently Open	

VR	Vocational Rehabilitation Specialist / 0124	01/01/2025	VR44 – Stillwater	01/14/2025	Continuous	25-061	Clara Allen	05/19/2025
VR	Programs Manager / 1072	12/01/2024	VR – TBD	12/13/2024	Continuous	25-057	Currently Open	
VR	Rehabilitation Technician / 0087	12/20/2024	VR45 – Tulsa	12/12/2024	Continuous	25-058	Currently Open	
VR	Vocational Rehabilitation Specialist / 0169	10/01/2024	VR45 – Tulsa	11/19/2024	Continuous	25-052	Currently Open	
VR	Vocational Rehabilitation Specialist / 0366	09/05/2024	VR31 – OKC	09/16/2024	Continuous	25-032	Currently Open	
VR	Vocational Rehabilitation Specialist / 0339	02/13/2024	VR63 – Alva	07/10/2024	Continuous	25-005	Andrea Corr	05/19/2025
VR	Behavioral Health Clinician / 0034	04/30/2023	VR23 – OKC	04/10/2024	Continuous	24-080	Currently Open	
VR	Vocational Rehabilitation Specialist / 1190	06/09/2023	VR08 – Enid	06/05/2023	Continuous	23-096	Currently Open	
VR	Vocational Rehabilitation Specialist / 0646	08/01/2022	VR41 – Ponca City	01/24/2024	Continuous	23-038	Currently Open	
VR	Vocational Rehabilitation Specialist / 0955	10/31/2022	VR80 – Tulsa	11/03/2022	Continuous	23-037	Currently Open	
VR	Vocational Rehabilitation Specialist / 0567	09/01/2020	VR67 – Tulsa	11/01/2023	Continuous	21-028.1	Currently Open	
SBVI	Business Services Liaison / 0306	11/30/2024	SBVI59 – Enid	05/02/2025	Continuous	25-092	Currently Open	
SBVI	Rehabilitation Technician / 0038	05/12/2011	SBVI90 – OKC	05/19/2025	Continuous	25-105	Currently Open	
SBVI	Rehabilitation of the Blind Specialist / 0754	10/01/2018	SBVI – TBD	05/23/2025	Continuous	25-107	Currently Open	
SBVI	Vending Machine Technician / 1075	07/11/2020	SBVI33 – OKC	05/23/2025	Continuous	25-110	Currently Open	
SBVI	Rehabilitation Technician / 0745	02/15/2025	SBVI62 – Muskogee	03/07/2025	Continuous	25-074	Currently Open	
SBVI	Vocational Rehabilitation Specialist / 0563	04/01/2017	TBD	10/07/2024	Continuous	25-042	Currently Open	
SBVI	Rehabilitation of the Blind Specialist / 0582	06/28/2024	SBVI91 – Tulsa	05/28/2025	Continuous	25-017	Currently Open	

DISCHARGES/RESIGNATIONS/RETIREMENTS = 7
<i>As of May 31, 2025</i>

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

Trial Period Discharge = 1

1 = 1 year 11 months

DIVISION OF VOCATIONAL REHABILITATION

Trial Period Discharge = 1

1 = 27 years 10 months

Retirement = 1

1 = 18 years

SERVICES FOR THE BLIND AND VISUALLY IMPAIRED DIVISION

OKLAHOMA SCHOOL FOR THE BLIND

Resignation = 1

1 = 3 years, 3 months

OKLAHOMA SCHOOL FOR THE DEAF

Trial period Discharge = 1

1 = 8 months

DISABILITY DETERMINATION SERVICES

Resignation = 1

1 = 11 years

Retirement = 1

1 = 17 years, 9 months

CURRENT FTE STATUS FY 2025

FTE as of May 31, 2025

<u>DIVISION</u>	<u>BUDGETED FTE</u>	<u>FILLED</u>	<u>PENDING</u>	<u>EXEMPT FTE</u>	<u>TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE</u>
Support Services (Executive/MSD/FSD)	85.3	77.00	4.00	0.00	81.00
Vocational Rehabilitation	238.0	207.00	27.00	(1.00)	233.00
Services for the Blind and Visually Impaired	115.0	101.00	7.00	(2.00)	106.00
VR/SBVI-DP	4.00	4.00	0.00	0.00	4.00
Oklahoma School for the Blind	100.5	98.00	5.00	0.00	103.00
Oklahoma School for the Deaf	134.0	112.00	19.00	(1.00)	130.00
Total (NON-EXEMPT)	676.80	599.00	62.00	(4.00)	657.00
Disability Determination Services (EXEMPT)	342.40	316.00	0.00	(316.00)	316.00
TOTAL NON-EXEMPT & EXEMPT	1019.20	915.00	62.00	(320.00)	973.00

FY 25 Budgetary Limit = 1255

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

ROUTING TO: Melinda Fruendt, Director
 Kevin Statham, Chief Financial Officer
 Randy Weaver, Chief of Operations
 Tom Patt, Human Resources Program Director
 Mark Beutler, Director of Communications
 Kathleen Arrieta, Executive Assistant
 Brett Jones, Public Information Officer III



Services for the Blind and Visually Impaired Report

**Services for the Blind and Visually Impaired
Commission Report
June 11, 2025**

New Hires

DeafBlind Specialist, Calvin Brown, will begin June 16

Vacancies

2 O&M Specialists – Tulsa and SW OK or tbd

BEP Vending Technician

BEP Mechanical Systems Technician

Rehabilitation Technician- Muskogee- interviews completed

Field Services

As of May 30, 2025, the production totals for SBVI (to include DeafBlind) field services programs are:

Apps = 269 Average of 38 days from application to eligibility (standard = 60 days)

Plans = 215 Average of 46 days from eligibility to plan (standard = 90 days)

Closures = 70 Successfully employed

The average wage of successful outcomes as of May 29, 2025 = \$16.59

The average number of hours per week worked = 37

OIB (independent living)

Apps = 99 Average of 38 days from application to eligibility

Plans = 127 Average of 51 days from eligibility to plan

Goals Met = 86

O&M actual service hours = 1,234

*DeafBlind Awareness will be held on June 30 at Metro Tech Springlake Campus from 1-4pm. This event is open to the public. There will be informational vendor tables, speakers and awards presented.

*Summer VIBE is being planned. Residential training programs will be held on the campus of OSB in Muskogee. VIBE instructors are comprised of SBVI

instructional staff, counselors and OSB staff. There are also guest speakers throughout the programs.

The dates are:

Adult VIBE: June 16-25

July 14-18

Transition VIBE: June 22-27

*In addition to the “regular” VIBE, a new Employment VIBE will be held in the fall. A media release has been disseminated and is also being shared on social media platforms.

*Cheryl Snow and Magan Rowan were speakers at the RCPAA Convention in Hot Springs, AR. They shared information on SBVI’s VIBE, mini VIBE, Transition VIBE and upcoming Employment VIBE programs.

*The Communications Director toured the SBVI facilities at Shepherd Center to include the training apartment and AT Lab to learn more about services and the VIBE program. A media release was written and disseminated to

*SBVI staff continue to participate in DRS/DDS meetings as part of the collaboration to provide services to clients who come off DDS’s wait list

*Employment First Task Force—participation by the DA’s, Teresa McDermott, Terri Murphy, Janie Fugitt and Melinda Bunch; This task force was created by Representative Elynn Hefner for stakeholders to provide input on the strengths and challenges to be addressed within an Employment First state plan. The transition away from the payment of subminimum wages under 14c will also be addressed in this task force.

*Working with the ORC Employment Committee to develop Self-Employment training for the DRS Counselors and PM’s. The training will be on a set of modules to utilize with clients seeking self-employment. Part of this program, as created by the ORC Employment Committee, will also include a business panel to review client business plans for viability. Part of this training will begin in the summer and continue into the fall.

*DRS along with the Institute for Community Inclusion (ICI) and DHS/DDS have started training sessions for DRS Counselors, PM’s, DDS staff and dual providers to bring new ideas and fresh perspective to service provision. The first training session was held on May 28.

*Instructional Staff continue with support groups in areas across the state. They set up speakers and provide topics that are helpful in a variety of areas.

*SBVI staff have been attending Regional IMPACT Meetings with our Business Services Unit across the state. These meetings are designed to strengthen relationships with employers in each part of the state.

Community Events/Meetings:

Broken Arrow Economic Development Corp Career Fair; NFB Convention; BSP Impact Meetings; OKAPSE Conference; BEP Virtual Meetings; Edmond Public Schools Transition Fair; Mustang Senior Fair; Church of the Servant Better with Aging Fair

Presentations:

Transition Refresher Training; Tulsa Workforce; Yukon Home Health; Kingfisher Senior Citizen Center; ESS Directors meeting

AT Services

	Mar	Apr	May
Assessments	17	20	16
Trainings	45	80	52
Training Hours	79	154	99

BEP

*The training program graduated 8 new Licensed Vendors on May 30! This was the largest class to date and the celebration had to be held at the Career Planning Center to hold the new Licensed Vendors, their family and friends and the SBVI staff in attendance to support them.

*10 new sites will be announced the first weeks of June which will allow the new Licensed Vendors to apply for and potentially begin employment in their own businesses.

*BEP Coordinator is in talks with the following for new potential new services around the state: Oklahoma School of Science and Math to offer cafeteria services; the Department of Corrections to offer canteen services as a pilot project to being with which, if successful, could open up to 24 other facilities; the Department of Corrections food service contract to look similar to a military food service to include a teaming partner

*Micro market conversions continue where requested, needed, are viable and show substantial increase in profit when converted.

*AWARE BEP is in the training process of implementation. BEP employees are excited about this change and the full implementation should happen by July. This program will assist with inventory tracking, facilities, monthly reports and federal reporting.

*Administrative Rules have been developed with the ECM and BEP employees to comply with the requirement for active participation. The rule suggestions will be submitted to RSA for approval and/or revision prior to coming back to DRS for the state process.

OLBPH

*Work is still in progress on the HVAC but significant progress has been made since last report. The project is still on track to be completed by June.

*Duplication on Demand (DoD)

SFY '25 as of 05/25 = 282,216

*AIM Center

SFY '25 as of 05/25 Students Birth to 3 years = 1,212 Students PreK to Grade 12 = 1,142

Schools Served = 658

Business Services

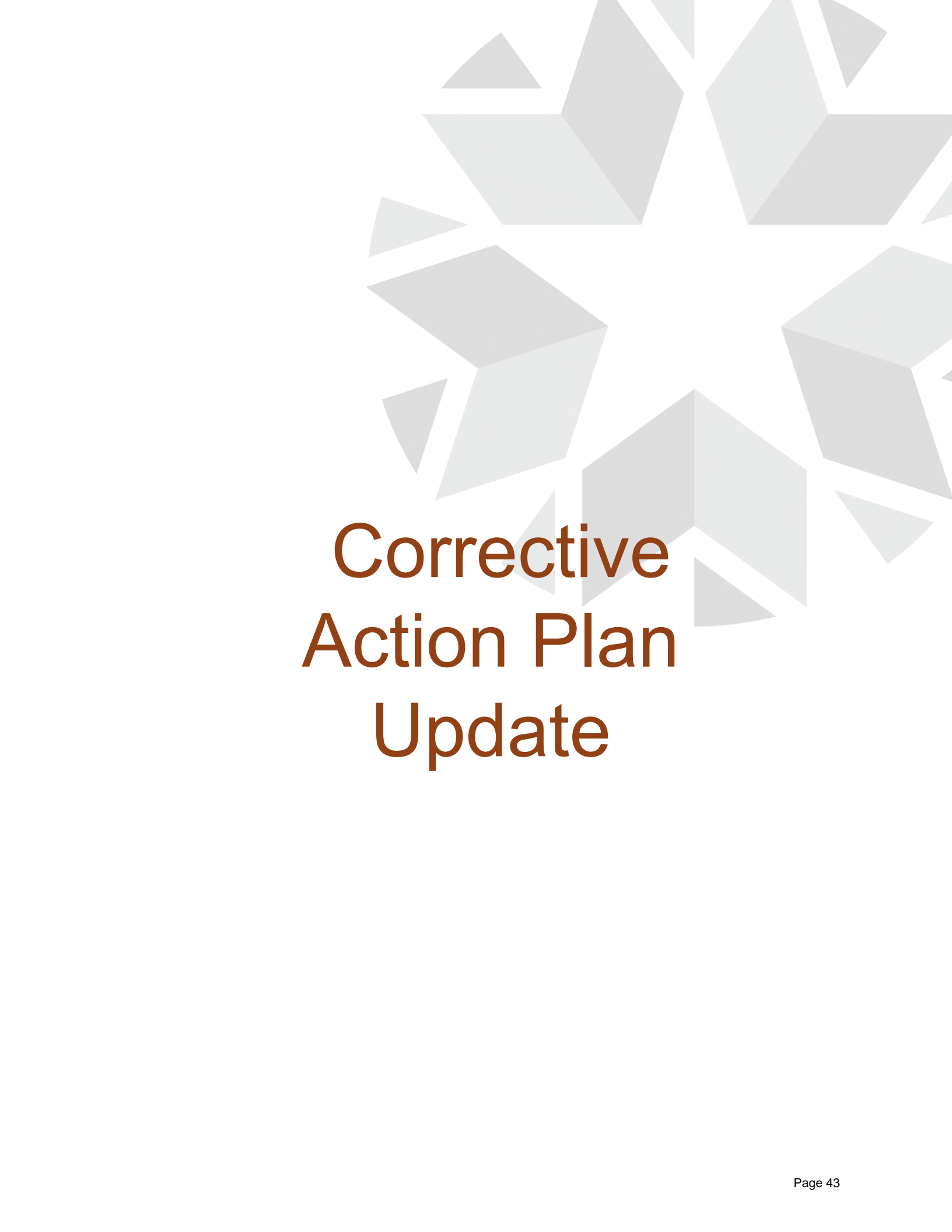
- * IMPACT meetings
- *Regional Roundtable Meetings
- *WB Meetings
- *AJC Partners Meetings
- *Chamber of Commerce meetings
- *OESC Job Fair
- *Facts and Snacks
- *Disability Resources Council meeting

Division Administrator Activities:

The DRS team continues work with VR TAC-QM for assistance with the RSA Monitoring Report CAP.

VRTAC-QM ITAA Meetings; Randolph-Sheppard Meetings; NCSAB Executive Committee Meetings; Randolph-Sheppard Priority Meetings; DRS/DDS meetings; NTACT:C Meetings; ORC; ORC Executive Committee; Performance Review Meetings; CSAVR Customer Service for Adults Committee; CSAVR O&P Committee; VRTAC-QM; Change Leader Meetings; Randolph-Sheppard Calls; FC/PM Meetings; DRS/DDS Sequencing of Services; Commission Meetings; DRS ETeam Meetings; Administrative Rules Meeting; CANAR; OLBPH HVAC Meetings; Meetings with Director; BEP Coordinator meetings; Employment First Taskforce preparation; RSA Team 4 Technical Assistance; Contract Driver meetings; State Use Committee; ICI Training Meetings; OSB Graduation; New View Contracts Meeting; BEP AWARE Meetings; SAVE Report Meeting; Budget Meetings; BEP Licensed Vendor graduation

Report respectfully submitted by Tracy Brigham, SBVI Division Administrator
June 11, 2025



Corrective Action Plan Update

OK-C FFY 2023 Monitoring Corrective Action Plan Update- June 2025

May 9-12, 2023- RSA conducted on-site monitoring with the Oklahoma Department of Rehabilitation Services. Focus Areas: 1.) Performance of the VR and Supported Employment programs 2.) Financial management of the VR and Supported Employment programs that supports and maximizes the use of Federal funds.

April 2, 2024- Monitoring Report Publication Date

July 1, 2024-CAP Approved by RSA

Performance Findings Overview:

Finding 2.1- Insufficient Internal Controls

- 2.1.1- Data collection and validation of pre-employment transition service **(RESOLVED)**
- 2.1.2-Revised policies specific to Pre-Employment transition services.
- 2.1.3- Deliver training on revised policy to staff responsible for entering information into the DRS case management system, including services related to pre-employment transition services

Finding 2.2- Provision of Services Unaligned with the Individualized Plan for Employment – Jobs Services

- 2.2.1-Rescind Jobs Contract- Administrative Rule
- 2.2.2-Deliver training for staff and contractors on changes to contract
- 2.2.3-Notice and confirmation of completed training

Finding 2.3 Insufficient Contract Administrative Controls

- 2.3.1- Restructure Pre-Employment Transition Services contract **(RESOLVED)**
- 2.3.2-Develop internal controls and process to monitor Pre-Ets Contract
- 2.3.3- Develop written internal control process for contract development **(RESOLVED)**
- 2.3.4- Develop and implement written internal control processes that ensure it has determined funds available and remaining after the provision of the required pre-employment transition activities
- 2.3.5- ODRS will revise procedures and internal control processes that ensure compliance with contract requirements **(RESOLVED)**

Fiscal Findings Overview:

Finding 3.1 Period of Performance Policies and Procedures

- 3.1.1 Make requisite revisions to financial data collection and analysis **(RESOLVED)**
- 3.1.2 Update and implement period of performance policies and procedures **(RESOLVED)**
- 3.1.3 Implement written internal control process to ensure ongoing compliance

Finding 3.2 Insufficient Accounting of Expenditure

- 3.2.1 Modify systems to identify obligation dates of authorizations and contracts **(RESOLVED)**
- 3.2.2 Update and implement period of performance procedures
- 3.2.3 Develop internal controls to include compliance with period of performance

Finding 3.3 Internal Control Deficiencies for Policies – Vendor Monitoring

- 3.3.1 Update contract management and monitoring process **(RESOLVED)**
- 3.3.2 Revise policy for rate setting and evaluating the performance of service providers **(RESOLVED)**

3rd Quarter Submission Status- April 30, 2025

Corrective Actions	Past Quarter Status	Current Quarter Status
2.1.1	Partially Resolved	Resolved
2.1.2	Partially Resolved	Partially Resolved
2.1.3	Partially Resolved	Partially Resolved
2.1.4	Unresolved	Unresolved
2.2.1	Partially Resolved	Partially Resolved

2.2.2	Partially Resolved	Partially Resolved
2.2.3	Partially Resolved	Partially Resolved
2.3.1	Resolved	Resolved
2.3.2	Partially Resolved	Partially Resolved
2.3.3	Unresolved	Resolved
2.3.4	Partially Resolved	Partially Resolved
2.3.5	Partially Resolved	Resolved
3.1.1	Resolved	Resolved
3.1.2	Partially Resolved	Resolved
3.1.3	Partially Resolved	Partially Resolved
3.2.1	Resolved	Resolved
3.2.2	Unresolved	Partially Resolved
3.2.3	Partially Resolved	Partially Resolved
3.3.1	Unresolved	Resolved
3.3.2	Partially Resolved	Resolved

CAP Quarterly Update Reporting schedule:

- January
- April
- July
- October

April 30, 2025- OKDRS submitted the 3rd Quarterly update to RSA. The Rehabilitation Services Administration returned comments and resolved six additional actions on May 15, 2025. The 4th quarter update is due on July 30, 2025, and the updated status of each finding will continue to be shared with the commission after RSA comments are received.

Respectfully Submitted by,

Stephanie Roe, DRS Executive Project Coordinator



Statewide Independent Living Council of Oklahoma Report

SILC Report
DRS Commission Meeting
June 11, 2025

The U.S. Department of Health and Human Services (HHS), Administration for Community Living (ACL), has terminated Progressive Independence Inc (PI)'s grant award under the Centers for Independent Living program. This was effective August 1, 2024. Progressive Independence appealed the decision and as of December 31, 2024, ACL has upheld their decision to terminate the award for that center. P.I. could file a second appeal to the HHS Departmental Appeals Board (DAB) and would have to have that submitted by January 31, 2025. As of now, there is no news as to whether that appeal took place

We worked with ACL to learn more about SILC's, the CIL's and DRS's obligations and the process. We reached out to the other Centers for Independent Living (CILs) in the state for their assistance and input, particularly with communications and coverage. The SILC received a 'conditional' approval of our State Plan for Independent Living (SPIL) from our federal agency, with the need to change section 3.2, which addresses what the Independent Living Network would do in the event a center was closed and how funds would be dispersed as well as how coverage would be provided in that catchment area. The SILC, the Centers and DRS met to address the changes the centers proposed to section 3.2 and agreed to the language. ACL has asked SILC to wait until mid-February to submit our final changes, as we should be getting word whether a final appeal was filed by P.I. If no appeal was filed, ACL recommends we remove P.I. from the SPIL completely. If an appeal was filed, we are to let the center remain in the SPIL, with an asterisk stating the center is not currently providing services.

NASILC (National Association of Statewide Independent Living Councils) – SILC Congress will be in March 2026 in Orlando, FL again.

ARPIL (Association of Programs for Rural Independent Living)– The next annual conference is October 17-19th and will be in Portland, Oregon.

I.L. Stakeholder meetings with the Administration on Community Living, the National Council on Independent Living, the Association of Programs for Rural Independent Living, the National Association of Statewide Independent Living Councils, the Independent Living Research Utilization, and the Office of Independent Living Programs. We were notified that all Part B awards have been sent out, and the DSE's should have received the Notice of Award.

All PPRs were due March 31, 2025 and as of now the CILs PPRs have been mostly approved, and none of the SILC PPRs have been reviewed yet.

As part of the federal budget process, the President releases a full budget proposal each year that outlines detailed spending plans for each federal agency. On Friday, May 30, 2025, the Appendix to the FY 2026 Budget was released, offering program-level detail on proposed funding. Below is a summary of key points relevant to the Independent Living Network, based on our initial review of impacts to IL funding as well as ACL funded partners.

As NASILC learns more, they will provide additional updates and information. This is just one step in the budget process. The President's proposal serves as a policy statement and funding blueprint, but it is Congress—through its appropriations committees—that holds the power of the purse. There is still time to influence funding decisions through ongoing advocacy.

Documents:

[Technical Supplement to the 2026 Budget – OMB – The White House](#)

[HHS FY 2026 Budget in Brief | HHS.gov](#)

[NASILC - Federal Budget Tables 6.2.25.pdf](#)

Positive Developments Thanks to Advocacy

Due to strong and coordinated advocacy efforts from across disability and aging networks, the final budget shows movement away from the earlier draft that proposed sweeping cuts. Highlights include:

- **ACL Program Integrity:** Programs under the **Administration for Community Living (ACL)** will remain together in the reorganization, rather than being split apart.
- **Department Renaming:** The **Administration for Children and Families** will now be renamed the **Administration for Children, Families, and Communities**, recognizing the significance of adding ACL programs.
- **Program Restorations:** Several programs previously proposed for elimination have been **partially restored**, including:
 - State Councils on Developmental Disabilities (DD Councils)
 - Protection & Advocacy (P&A) Systems

- National Institute on Disability, Independent Living, and Rehabilitation Research (NIDILRR)
- Long-Term Care Ombudsman
- **Independent Living Funding:** An **increase in Independent Living (IL) funding** is included. However, detailed information from HHS/ACFC is still needed to understand what this increase will cover. The earlier draft suggested IL funds would absorb the costs of multiple eliminated programs, which would not be realistic.

Ongoing Concerns

Despite these improvements, several critical programs remain proposed for **elimination**:

- **University Centers for Excellence in Developmental Disabilities (UCEDDs)**
- **Limb-Loss Resource Center**
- **Paralysis Resource Center**
- **Voting Access for People with Disabilities**

We are still trying to understand all of the potential cuts to vital programs and services across many different agencies that impact not only our community but the community at large.

Additional Updates outside of HHS

- **Vocational Rehabilitation (VR):** Proposed funding remains **level with FY 2024**.
- **Client Assistance Program (CAP):** Direct funding for CAP is **eliminated**. Instead, states will be authorized to fund CAP using state VR grant funds.

The legislation that would help SILC with the Open Meetings Act (HB1664) passed, and was sent to the Governor's office. There, it became law without the Governor's signature. This bill will allow the SILC to meeting using electronic format if it is necessary for any of our members to attend and participate.

The next SILC meeting is scheduled for July 25, 2026, but with the passing of this bill, the SILC intends to call a Special Meeting ahead of that time.

Respectfully submitted,

Sidna Trimmell



Employment Contract Rate Changes

FY 2026 Community Rehabilitation Provider (CRP) Rate Increase Proposal

PURPOSE

This proposal represents a rate increase request for three DRS Employment Contract services that have been undercompensated since 2009. Service rates requested to be increased include:

Supplemental Employment Services (SES) Contract

- 1) SES Job Development & Placement Service Tier 3 (SES-JDP-T3)

Supported Employment Services (SE) Contract

- 2) SE Highly Challenged 4 Weeks Job Support & Retention (SE-R4-HC)
- 3) SE Highly Challenged 16 Weeks Job Stabilization (SE-ST-HC)

The ESS Unit has reviewed the three services including the type of service, length of service, and CRP requirements for successful completion and compensation of each service. The ESS Unit has also identified equitable rate increases for each service commensurate with the requirements of the services.

Factors considered for this FY 2026 rates increase request include:

1. For FY 2025, a 10% rate increase for all DRS Employment Contract Services was requested by the ESS Unit and approved by the DRS Commission. Prior to this approved increase, rates had not been reviewed or increased since 2009. The 10% increase in FY 2025, while critical, did not address the significant rate discrepancy of the three services presented in this proposal. Therefore, it was determined that the ESS Unit would propose a rate adjustment/increase for these three services in FY 2026.
2. The Job Development & Placement Service (SES JDP) in the Supplemental Employment Services contract offers four (4) separate Tiers of support based on an individual's needs. Tier 1 is for individuals in Priority Group 1 (most significant disabilities) considered highly challenged, and who require the most intensive level of in person support with job search activities to gain employment. Tier 2 is for individuals in Priority Group 1 (most significant disabilities) who require a high level of in person support with job search activities to gain employment. Tier 3 is for individuals in Priority Group 2 (significant disabilities) who require a combination of individualized in person and off-site support with job search activities to gain employment. Tier 4 is for individuals in Priority Group 3 (individuals with disabilities not meeting the definition of most significant or significant) who require individualized guidance with job search activities to gain employment. Since 2009, the reimbursement rate for the Tier 3 level of support versus the Tier 4 level of support has been significantly lower and underfunded.

The rate needs to reflect the amount of work and time required to support an individual in Tier 3.

The Supported Employment contract offers different levels of assistance on the job based on the individual's support needs. The contract includes a highly challenged support rate for individuals with higher support needs and a regular support rate for individuals with lower support needs.

Individuals in SE-R4-HC (1st 4 weeks of job support and retention, highly challenged rate) require the CRP to provide a minimum of twelve (12) intensive on-site support contacts, for an extended period of time. In comparison, individuals in SE-R4-RG (1st 4 weeks of job support and retention, regular rate) also require the CRP to provide a minimum of twelve (12) on-site support contacts, but the contacts are for shorter amounts of time.

Individuals in SE-ST-HC (Job Stabilization – 8 total weeks) require the CRP to provide intensive support over an eight (8) week period. Individuals in SE-ST-RG (Job Stabilization – 4 total weeks) require the CRP to provide on-site support over a four (4) week period. (See Exhibit A below, Rate Comparison Chart)

A. Rate Comparison Chart

Contract Services	2009 -2024 Rates	2025 Rates	2026 Rates
SES JDP-Tier 1	\$3125.00	\$3437.50	
SES JDP-Tier 2	\$1688.00	\$1856.80	
SES JDP-Tier 3	\$413.00	\$454.30	\$1354.65
SES JDP-Tier 4	\$775.00	\$852.50	
SE-R4-HC	\$1875.00	\$2062.80	\$3094.20
SE-R4-RG	\$2250.00	\$2475.00	
SE-ST-HC (8 weeks)	\$2125.00	\$2337.50	\$3506.25
SE-ST-RG (4 weeks)	\$2125.00	\$2337.50	

3. Approval of the requested rate increases/adjustments will help to address the existing and continually increasing costs of doing business faced by our CRPs in today's market including:
 - a) cost of recruiting and retaining staff in a competitive job market,
 - b) paying competitive wages
 - c) staff training requirements and costs,
 - d) staff wages and benefits,
 - e) staff travel to provide services including cost of gasoline, maintain vehicle insurance, and wear and tear on personal vehicles,
 - f) business insurance including liability and unemployment insurance,
 - g) increased rent for office space,

- h) tax and accounting services, and
- i) office equipment and supplies

RECOMMENDATION

The ESS Unit respectfully requests Department of Rehabilitation Services administrative approval for the recommended rate increases/adjustments for services listed in blue on Exhibit A. Rate Comparison Chart. The requested rate increases are to ensure that the CRPs are compensated fairly to reflect the amount of time and work devoted to assisting the individuals they serve with achieving successful employment outcomes.

Oklahoma CRP Rates		FY 2024 Rates	FY 2025 Rates
Supported Employment (SE)		SE Reg Rates	SE Reg New Rates
SE R4 Service	Four (4) Weeks Job Support	\$2,250.00	\$2,475.00
SE R8 Service	Eight (8) Weeks Job Support	\$1,688.00	\$1,856.80
SE ST Service	Twelve (12) Weeks Job Stabilization	\$2,125.00	\$2,337.50
SE OST Service	Onsite Support and Training	\$200.00 (per mo)	\$220.00 (per mo)
SE EM Service	Successful Employment (90 days of employment after stabilization)	\$2,875.00	\$3,162.50
SE EST Service	Extended Services for Transition (up to 48 months) (for transition age youth)	\$50 (per mo)/\$2400 max 48 mos	\$55 (per mo)/\$2640 max 48 mos
SE Highly Challenged	SE Highly Challenged	SE HC Rates	SE HC New Rates
SE HC R4 Service	Four (4) Weeks Job Support	\$1,875.00	\$2,062.80
SE HC R8 Service	Eight (8) Weeks Job Support	\$1,875.00	\$2,062.80
SE HC ST Service	Sixteen (16) Weeks Job Stabilization	\$2,125.00	\$2,337.50
SE HC EM Service	Successful Employment (90 days of employment after stabilization)	\$4,125.00	\$4,537.50
SE Additional Placement Rates (APR)	Additional Placement Rates	\$900, \$450, \$225	\$990, \$495, \$247.50
Employment & Retention (ER)		ER Rates	ER New Rates
ER R4	4 Weeks Job Support	\$1,238.00	\$1,361.80
ER EM	Successful Employment	\$1,650.00	\$1,815.00
Supplemental Employment Services (SES)		SES Rates	SES New Rates
SES AS Tier 1 (Most Significant)	SES Assessment Tier 1	\$625.00	\$687.50
SES AS Tier 2 (Significant)	SES Assessment Tier 2	\$413.00	\$454.30
SES VP Service	Vocational Preparation (Optional)	\$625.00	\$687.50
SES JDPL Tier 1 (Most Significant HC) PG 1	SES HC Job Development & Placement Service Tier 1	\$3,125.00	\$3,437.50
SES JDPL Tier 2 (Most Significant RG) PG 1	SES RG Job Development & Placement Service Tier 2	\$1,688.00	\$1,856.80
SES JDPL Tier 3 (Significant) PG 2	SES Job Development & Placement Service Tier 3	\$413.00	\$454.30

SES JDPL Tier 4 (Not Meeting the Requirements for Most Significant or Significant) PG 3	SES Job Development & Placement Service Tier 4	\$775.00	\$852.50
SES CAEX	Career Exploration	\$50 per hr/\$2000 max	\$55 per hr/\$2200 total
SES INT	Internship Current Rates		
	Initial Development & Placement	\$250.00	\$275.00
	Internship onsite support & Internship offsite support (60 hrs onsite/offsite)	\$50 per hr/\$3000 max	\$55 per hr/\$3300 (max 60 hrs)
	Permanent Employment with Same Employer	\$750.00	\$825.00
Job Placement (JP)		JP Rate	JP New Rate
EM Milestone	Successful Employment	\$1,500.00	\$1,650.00
Support Services for Employment (formerly Employment Support		SSE Rates	SSE New Rates
Employment Support Assessment	Assessment (Additional service hours can approved with Program Manager approval)	\$60 per hr or \$15 per fifteen minute increment/\$300 max (5 hrs)	\$66 per hr or \$16.25 per fifteen minute increment/\$330 max (5hrs)
Support Services (for Employment)	Independent Living services (Additional service hours can approved with Program Manager approval)	\$60 per hr or \$15 per fifteen minute increment/\$600 max (10 hrs)	\$66 per hr or \$16.25 per fifteen minute increment/\$660 max (10hrs)
Customized Employment		CE Rates	CE New Rates
Discovery	35 hours max	\$50 per hr/\$1750	\$55 per hr/\$1925 max
Team Meeting		\$250.00	\$275.00
Visual Résumé		\$300.00	\$330.00
Job Development & Placement (JDPL) (6 months)	up to 6 months	\$500.00/\$3000.00	\$550.00/\$3300.00
JDPL 3 additional months		\$300 per month	\$330.00/\$990.00
Job Coaching	up to 2 months	\$2100 per month	\$2,310.00
Maintenance		\$2,200.00	\$2,420.00
Successful Employment (after 90 days of employment)		\$4,200.00	\$4,620.00
Additional Placement Rate	after 9 months of employment	\$900.00	\$990.00

COLOR CODE:
DARK GREEN = 10% INCREASE (FY 2025)

Oklahoma CRP Rates		Current Rates FY2025	FY 2026 (New Rates)
Supported Employment (SE)		SE Reg Current Rates	SE Reg New Rates
SE HC R4 Service	Four (4) Weeks Job Support	\$2,062.80	\$3,094.20
SE HC ST Service	Sixteen (16) Weeks Job Stabilization	\$2,337.50	\$3,506.25
Supplemental Employment Services (SES)		SES Current Rates	SES New Rates
SES JDPL Tier 3 (Significant) PG 2	SES Job Development & Placement Service Tier 3	\$454.30	\$1,354.65



2025 Emergency Administrative Rules

CHAPTER 10. VOCATIONAL REHABILITATION AND SERVICES FOR THE BLIND

SUBCHAPTER 3. CLIENT PARTICIPATION IN COST OF SERVICES

1 **612:10-3-3. Participation of individuals in cost of services based on financial need**
2 **[AMENDED]**

3 (a) DRS has chosen to consider the financial need of eligible individuals or individuals who
4 are receiving services through the trial work experiences under 34 CFR § 361.42 (e) for
5 purposes of determining the extent of their participation in the costs of vocational
6 rehabilitation services, other than those services identified in paragraph (c) in this section
7 according to the criteria set forth in 34 CFR § 361.54 (b) (1-2).

8 (b) DVR and DSBVI requires the client to participate in the cost of some vocational
9 rehabilitation services if the client and/or client's family income exceeds the established
10 basic living requirement for the applicable family size. Any client whose available family
11 income exceeds the applicable basic living requirements is required to apply the monthly
12 surplus to the cost of services during each 30 day period services are provided.

13 (c) A basic living requirement has been established for different size family groups. A family
14 member is an individual who is a relative or guardian of an applicant or eligible individual.
15 Basis living requirements are based on 200% of the Federal poverty level adjusted annually
16 for family size. The standard is intended to cover only the necessities of food, shelter,
17 utilities, clothing, transportation, and incidentals to give the counselor some criteria by which
18 to measure the financial need of a client. To qualify as independent from the family group,
19 the client must meet one of the following criteria:

20 (1) Beneficiary of Titles II (federal old age, survivors, and disability insurance benefits)
21 or XVI (SSI);

22 (2) At least 24 years of age and single;

23 (3) A ward of the court and in custody of DHS;

24 (4) Married and maintaining a separate household;

25 (5) Meets the criteria for temporary housing as described (7) of this section or;

26 (6) The counselor has adequate documentation to verify the client has the financial
27 resources to demonstrate self-sufficiency and that no family contributions are available.

28 (7) An eligible individual whose disability has resulted in the need to live with family or
29 friend, and as appropriate the individual's spouse and dependent children, will be
30 considered as a separate household regardless of living arrangements.

31 (A) Verification of family membership should be based upon whatever available
32 information most accurately documents family membership according to the
33 definition given in this administrative rule.

34 (B) Examples of acceptable verification include the latest Federal income tax
35 return, payroll information, insurance policies, client report, and/or counselor
36 observation.

37 (d) The client can be provided services not based on financial needs, the following services
38 do not require a determination of financial need status:

39 (1) services provided to assess eligibility and priority for services (services which would
40 require the individual's participation in cost under an IPE will also require the individual's

participation in cost during an evaluation of the individual's ability to benefit from VR services);

(2) counseling and guidance including information and support services to assist an individual in exercising informed choice;

(3) referral and other services to secure needed services from other agencies, including other components of the statewide workforce development system;

(4) on-the-job training, work experience, internships and apprenticeships;

(5) personal or vocational adjustment training;

(6) personal assistance services;

(7) job-related services including job search and placement assistance, job retention services, follow-up services and follow-along services; under 34 CFR § 361.48(b)(12);

(8) compensatory training;

(9) Supported Employment (SE), Employment and Retention (ER); Job Placement (JP), ~~JOBS~~, Support Services for Employment (SSE), Supplemental Employment Services (SES), and Customized Employment (CE); or

(10) any auxiliary aid or service (e.g., interpreter services, reader services) that an individual with a disability require under Section 504 of the Act or the American with Disabilities Act (42 U.S.C. 12101, et seq.) or regulations implementing those laws, in order for the individual to participate in the VR program.

(e) Any client who does not have a surplus is not required to participate in the cost of services. Financial need does not exempt the client from required use of comparable benefits. If a payment is required of the client, it will be made to the vendor.

(f) The counselor will re-evaluate the client's financial situation at least annually and any time there is a change in the financial situation of the client or household. The amount of client participation in cost is based upon the most recent determination of client's financial needs at the time the IPE or amendment. If applicable, the extent of the individual's participation in paying for the cost of services is identified on the IPE service (e.g. Household monthly income surplus will be exhausted prior to agency financial contribution).

(g) The client's financial needs must be verified when an IPE includes service which require client participation in costs of services.

(h) Determination of income and liabilities will be verified and documented by the counselor in the record of service when services in the IPE and amendments require client participation in cost. If the individual refuses to provide the requested information, DRS resources will not be used to purchase services which require client participation in cost of the services.

(1) Income.

(A) Income generated from salaried wages will be calculated by gross earnings minus federal taxes, state taxes and social security deductions.

79 (B) Income generated from business or profession will be calculated by adjusted
80 gross minus additional federal and state taxes divided by 12 to determine a monthly
81 amount.

82 (C) Income received from unearned sources, such as pensions, public assistance,
83 interest, dividends, royalties, trust fund, or money payments of any kind will be
84 counted. Educational grants, stipends, or loans will not be included in the
85 calculation. If a yearly income is available, it will be divided by 12 to calculate a
86 monthly amount.

87 (2) Liabilities. When the client is making payments on any areas of liability listed below,
88 payments will be itemized. If payments are not being made on a debt, an expense
89 cannot be shown for this item.

90 (A) Medical. Out-of-pocket medical payments not covered by insurance, including
91 medication and supplies, can be used as a medical expense. Monthly premiums for
92 health insurance can be included.

93 (B) Disability related expenses. Disability related expenses beyond the basic living
94 requirements may be considered, if not funded by DRS.

95 (C) Other. Court order commitments, including child support, can be counted as a
96 liability.

97 (D) Education expenses. Costs for any family member incurred only for tuition,
98 books, and fees, toward post-secondary educational expenses, not included in the
99 IPE or paid by grants, scholarships, fee waivers, etc., can be counted as a liability.
100 Only the amount of the payments can be counted as a liability.

101 (i) Case recording requirements. A statement regarding the re-evaluation of financial needs
102 must be included in the record of service. The financial review may be included in the IPE
103 review if they occur at the same time.

SUBCHAPTER 7. VOCATIONAL REHABILITATION AND SERVICES FOR THE BLIND AND VISUALLY IMPAIRED

1 **612:10-7-25.1. Ability to serve all eligible individuals; ~~order~~ Order of selection**
2 **Selection (OOS) for services [AMENDED]**

3 (a) **General provisions.** DRS either must be able to provide the full range of services listed
4 in section 103 (a) of the Act and 34 CFR § 361.48, as appropriate, to all eligible individuals
5 or, in the event that vocational rehabilitation services cannot be provided to all eligible
6 individuals in the State who apply for the services, include in the vocational rehabilitation
7 services portion of the Unified or Combined State Plan the order to be followed in selecting
8 eligible individuals to be provided vocational rehabilitation services.

9 (1) The ability of the designated State unit to provide the full range of vocational
10 rehabilitation services to all eligible individuals must be supported by a determination
11 that satisfies the requirements of paragraph (b) or (c) of this section and a determination
12 that, on the basis of the designated State unit's projected fiscal and personnel resources
13 and its assessment of the rehabilitation needs of individuals with significant disabilities
14 within the State, it can follow the guidance according to 34 CFR § 361.36 (a).

15 (2) Prior to the start of each fiscal quarter, or when circumstances require, the DRS
16 Director will determine in which priority groups new Individualized Plans for Employment
17 will be written and initiated. The Director may restrict the writing and initiation of new
18 Individualized Plans for Employment within a priority group to cases having eligibility
19 dates falling on or before a specified date providing that all individual's in higher priority
20 groups are being served. Considerations in making this determination will include, but
21 not be limited to, the projected outcomes, service goals, expenditures, and resources
22 available for each priority group. Projected costs and resources for each priority group
23 will be based upon costs of current Individualized Plans for Employment, anticipated
24 referrals, availability of financial resources, and adequacy of staffing levels. The Director
25 will implement actions under the ~~order~~ Order of selection Selection (OOS) through
26 written notice to DVR and DSBVI staff.

27 (b) **Basis for assurance that services can be provided to all eligible individuals.** For
28 the State agency that determined, for the current fiscal year and the preceding fiscal year,
29 that it is able to provide the full range of services, as appropriate, to all eligible individuals,
30 the State unit, during the current fiscal and preceding fiscal year, must have in fact followed
31 the criteria in 34 CFR § 361.36 (b) (1-2).

32 (c) **Determining need for establishing and implementing an ~~order~~ Order of selection**
33 **Selection.** The State agency must determine, prior to the beginning of each fiscal year,
34 whether to establish and implement an ~~order~~ Order of selection Selection.

35 (d) **Need for ~~order~~ Order of selection Selection.** The Department, in consultation with the
36 Oklahoma Rehabilitation Council, has determined, due to budgetary constraints or other
37 reasoned limitations, that it cannot serve all individuals who are determined eligible for DVR
38 and DSBVI services. The Department consults with the Oklahoma Rehabilitation Council
39 (ORC) regarding the:

40 (1) need to establish an ~~order~~ Order of selection Selection, including any re-evaluation
41 of the need;

42 (2) priority categories of the particular ~~order~~ Order of selection Selection;

43 (3) criteria for determining individuals with the most significant disabilities; and

44 (4) administration of the ~~order~~ Order of selection Selection.

45 (e) **Establishing an ~~order~~ Order of selection Selection.** Basis for ~~order~~ Order of selection
46 ~~Selection~~. An ~~order~~ Order of selection Selection must be based on a refinement of the three
47 criteria in the definition of individual with a significant disability in section 7 (21) (A) of the Act
48 and 34 CFR § 361.5 (c) (30).

49 (1) Factors that cannot be used in determining order of selection of eligible individuals.
50 An ~~order~~ Order of selection Selection may not be based on any other factors, including
51 requirements identified in 34 CFR § 361.36 (d) (2) (i-vii).

52 (2) It is the administrative rules of DRS to provide vocational rehabilitation services to
53 eligible individuals under an ~~order~~ Order of selection Selection. Under the ~~order~~ Order of
54 ~~selection~~ Selection, the Department has established three priority groups on the basis of
55 serving first those with the most significant disabilities. Every individual determined to be
56 eligible for DVR and DSBVI services is placed in the appropriate priority group based
57 upon the documentation used to determine eligibility and/or vocational rehabilitation
58 needs. Selection and placement in a priority group is based solely upon the significance
59 of the eligible individual's disability, and is not based upon the type of disability,
60 geographical area in which the individual lives, projected type of vocational outcome,
61 age, sex, race, color, creed, religion, or national origin of the individual. The priority
62 groups are:

63 (A) **Priority Group 1.** Eligible individuals with a most significant disability are
64 individuals with the most significant barriers to employment. A most significant
65 barrier is one that includes a severe mental or physical impairment resulting in
66 serious limitations in three or more functional capacities and which can be expected
67 to require multiple vocational rehabilitation services over an extended period of
68 time.

69 (B) **Priority Group 2.** Eligible individuals with a significant disability are individuals
70 with significant barriers to employment. A significant barrier is one that includes a
71 severe physical or mental impairment resulting in serious limitations in at least one,
72 but not more than two, functional capacities and which can be expected to require
73 multiple vocational rehabilitation services over an extended period of time.

74 (C) **Priority Group 3.** Eligible individuals with disabilities not meeting the definition
75 of individual with a most significant or significant barrier to employment.

76 (f) **Administrative requirements.** In administering the ~~order~~ Order of selection Selection,
77 the State agency must implement the ~~order~~ Order of selection Selection on a statewide
78 basis according to 34 CFR § 361.36 (e) (1-3) (i-ii). Notification of Priority Group Placement:
79 Upon placement into a priority category, the client shall receive written notification of his or
80 her priority classification and information regarding the policies and procedures governing
81 availability of vocational rehabilitation services, including notification of placement on a wait
82 list, when applicable and a referral to other programs that are part of the one-stop service
83 delivery system under the WIOA that can address the individual's training or employment
84 related needs. 34 CFR § 361.43 (d) (1-2) the written notification shall include information
85 about Due Process rights and the Client Assistance Program. The electronic case
86 management system will contain a copy of the written notification.

87 (1) When a client is reclassified into a different priority category, he or she shall be
88 notified, in writing, of the new priority category and provided written information as to how
89 the change will affect the availability of vocational rehabilitation services. The written
90 notification shall include information about Due Process rights and the Client Assistance
91 Program.

92 (2) An applicant who has been determined eligible for vocational rehabilitation will be
93 placed in Eligibility Status, for completion of a comprehensive assessment to determine
94 employment goal and rehabilitation needs and for development of the Individualized Plan
95 for Employment (IPE). An individual who is placed in an ~~order~~ Order of selection
96 Selection priority group that is not currently being served will be placed on a waiting list
97 and held there pending further directives from the Director concerning opening or closing
98 of priority groups.

99 (3) If an applicant is determined to be ineligible, the counselor will notify the applicant
100 and provide information on further options in accordance with DRS administrative rules
101 on ineligibility decisions and 34 CFR § 361.57 (b) (2) (ii or iv).

1 **612:10-7-50.1. Assessment for determining rehabilitation needs [AMENDED]**

2 (a) **Rehabilitation needs.** DRS will conduct an assessment for determining rehabilitation
3 needs, if appropriate, for each eligible individual or, if the agency is operating under an order
4 of selection, for each eligible individual to whom the agency is able to provide vocational
5 rehabilitation services. The purpose of this comprehensive assessment is to assist the client
6 in selecting an employment goal and to determine the nature and scope of vocational
7 rehabilitation services to be included in the Individualized Plan for Employment (IPE).

8 (b) **Comprehensive assessment.** Existing information obtained from the assessment to
9 determine eligibility and priority group assignment, including information supplied by the
10 individual or the individual's authorized representative, is to be used for the comprehensive
11 assessment to the maximum extent possible. Additional assessments may be obtained to
12 the extent additional information is necessary to determine the vocational rehabilitation
13 needs of the individual and to develop the IPE. Rehabilitation technology will be used in the
14 comprehensive assessment when necessary to assess and/or develop the capacities of the
15 individual to perform in a work environment.

16 (1) The five (5) required Pre-employment transition service activities that are provided
17 or arranged by DRS, pursuant to Section 113(b) of the Act and CFR § 361.48(a)(2) are
18 based upon the individual needs of the student with disabilities. Each service should
19 enrich, not delay transition planning, and the continuum of vocational rehabilitation
20 services necessary for movement from school to post-secondary education or to an
21 employment outcome.

22 (2) Additionally, it is essential to recognize that each student may have different needs
23 based on their interests and unique circumstances. Determining necessary services
24 based on student needs to explore his or her interests, strengths, abilities and
25 capabilities. A student may or may not need all five required activities and may need to
26 participate in multiple activities.

27 (c) **Case recording requirements.** The results of the comprehensive assessment and the
28 counselor's analysis of them will be recorded in a case narrative. The narrative will contain
29 reasonable justification of the employment goal and services that will be provided in the IPE,
30 considering the unique strengths, resources, priorities, concerns, abilities, capabilities,
31 interests, and informed choice of the individual.

32 (d) **Comprehensive assessment for supported employment.**

33 (1) In supported employment cases, the record must document the counselor's
34 determination that the client is an individual:

35 (A) for whom competitive employment has not traditionally occurred; or

36 (B) for whom competitive employment has been interrupted or intermittent as a
37 result of a significant disability; and

38 (C) who, because of the nature and severity of the disability, needs intensive
39 supported employment services, and extended services after the transition from
40 intensive supported employment services, to perform such work.

41 (2) The counselor refers the client to an employment services provider to gather the
42 information necessary to complete the comprehensive assessment. The counselor will
43 authorize career exploration and/or assessment from the Supplemental Employment
44 Services (SES) contract to conduct activities and/or situational assessments. The

45 results of the exploration activities and/or assessments will assist the client and
46 counselor in establishing a vocational goal.

1 **612:10-7-51. Individualized Plan for Employment [AMENDED]**

2 (a) **Options for developing the Individualized Plan for Employment (IPE).** The VR
3 counselor will provide the eligible individual, or the individual's authorized representative, in
4 writing and in appropriate mode of communication, with information on the individual's
5 options for developing the IPE.

6 (1) The required information will include the following:

7 (A) information on the availability of assistance, to the extent determined to be
8 appropriate by the eligible individual, or authorized representative, from a qualified
9 VR counselor in developing all or part of the IPE, and the availability of technical
10 assistance for this purpose;

11 (B) a description of the required content of the IPE;

12 (C) as appropriate:

13 (i) an explanation of agency requirements for client participation in cost of
14 services;

15 (ii) additional information requested by the individual or authorized
16 representative;

17 (iii) information on the availability of assistance in completing DVR/DSBVI
18 forms required in developing the IPE;

19 (iv) For cases involving Diabetes, Mental Disorders, and Obesity, treatment
20 must be incorporated as a service in the IPE, in accordance with DRS rules.

21 (D) a copy of a DRS publication addressing client's rights and responsibilities.

22 (2) For cases in an open priority group, the IPE must be completed and signed as soon
23 as possible, consistent with the needs of the individual, but not more than 90 calendar
24 days following the eligibility determination, unless the individual or the authorized
25 representative and the VR or SBVI counselor jointly agree to an extension of time of a
26 specific duration. The 90-day time frame for development of the IPE will be applied from
27 the date a closed priority group is reopened.

28 (b) **Vocational objective.** The primary purpose in providing vocational rehabilitation
29 services is to assist an eligible individual obtain appropriate competitive employment in an
30 integrated setting consistent with the individual's informed choice. The choice of a vocational
31 objective for an individual receiving vocational rehabilitation services must be based
32 primarily upon the individual's strengths, resources, priorities, concerns, abilities, interests,
33 and capabilities, consistent with the general goal of competitive integrated employment.

34 (1) **Informed choice.** The vocational objective is to be chosen with the full participation
35 of the client. The client's interests and informed choice determine his or her vocational
36 goal to the extent these factors are consistent with the client's strengths, resources,
37 priorities, concerns, abilities, interests, and capabilities.

38 (2) **External conditions.** Factors such as the local labor market or local economy must
39 also be taken into consideration. However, in most cases these factors cannot be used
40 as the only basis upon which to determine whether a vocational objective is appropriate.

41 **(c) General requirements for the Individualized Plan for Employment.**

42 (1) The IPE documents the client's chosen employment goal, and the planning of
43 vocational rehabilitation services which are necessary to achieve a successful
44 employment outcome. The client will be a full participant in the development of the IPE
45 or any amendments consistent with Federal and State regulations, laws, and statutes.
46 The eligible individual must be given the opportunity to exercise informed choice in
47 selecting an employment outcome, the specific VR services to be provided under the
48 plan, the service providers, and the methods for service delivery. For cases in an open
49 priority group, the IPE must be agreed to and signed by the eligible individual or
50 authorized representative, approved by a VR counselor and, as appropriate, other
51 administrators employed by DVR or DSBVI within 90 days of determination of eligibility,
52 unless the individual or the authorized representative of the individual and the VR or
53 SBVI counselor jointly agree to an extension of time of a specific duration. To the
54 maximum extent possible, the IPE is to be provided in the native language or mode of
55 communication of the individual or, as appropriate, of a parent, family member,
56 guardian, advocate, or authorized representative. It is also required the client receive a
57 copy of the plan and any subsequent amendments.

58 (2) The IPE is subject to continuous development and change. Substantial changes to
59 the IPE are documented as amendments. A substantial change is broadly defined as
60 any change in the employment objective, or in service needs or available resources not
61 accounted for in the original IPE or existing amendment(s). The amount of any client
62 participation in the cost of a service will be based upon the determination of client's
63 financial status completed at the time the relevant IPE or amendment is written, and is
64 to be stated in the IPE or amendment. If services based upon financial status are
65 included in the original IPE and/or in the amendment, a new Financial Status
66 Determination form will be completed when the IPE is amended. A copy of any
67 Amendment to an Individualized Plan for Employment will be given to the client, or
68 client's authorized representative, as appropriate.

69 (3) Diagnosis related to eligibility, or the IPE can be provided at any time it is
70 necessary during the life of the case.

71 (4) An IPE is not considered in effect until all required approvals have been obtained in
72 accordance with Department policy.

73 (5) Plan reviews are comprehensive reviews of the entire IPE. A plan review can be
74 done at any time, but must be done at least annually. The client must be given the
75 opportunity to review the plan and, if necessary, participate in its redevelopment and
76 agree to its terms. A financial status determination will be completed at the time of plan
77 review when the IPE includes services based upon client's financial status.

78 **(d) Content of the Individualized Plan for Employment.** The Individualized Plan for
79 Employment must include:

80 (1) a description of the specific employment outcome that is chosen by the client
81 consistent with the individual's unique strengths, resources, priorities, concerns,
82 abilities, capabilities, interests, and informed choice consistent with the general goal of
83 competitive integrated employment (except that in the case of a student or a youth with
84 a disability, the description may be a description of the individual's projected post-school
85 employment outcome), and the estimated timeframe for the achievement of the
86 employment outcome;

87 (2) a description of the specific VR services that are:

(A) needed to achieve the employment outcome including as appropriate, the provision of assistive technology services and devices, and personal assistance services, including training in the management of such services;

(B) provided in the most integrated setting that is appropriate for the service involved and is consistent with the informed choice of the client; and

(C) timelines for the achievement of the employment outcome and for the initiation of services.

(3) a description of the service provider chosen by the client or authorized representative, and the methods of services delivery;

(4) a description of the criteria that will be used to evaluate progress toward achieving the employment outcome;

(5) the terms and conditions of the IPE including as appropriate:

(A) the responsibilities of DVR or DSBVI;

(B) the responsibilities of the client, including:

(i) the client's responsibilities for the employment outcome;

(ii) the client's participation in paying the cost of VR services; and

(iii) the client's responsibility to apply for, accept, and use comparable services and benefits to defray in whole or in part the cost of VR services.

(6) for an IPE that includes supported employment services, information identifying:

(A) the extended services needed by the client; and

(B) the source of the extended services, including natural supports, or an explanation concluding there is a reasonable expectation a source will become available; and

(C) the weekly work goal.

~~(7) if it appears they will be necessary, a statement of needed post-employment services for an IPE for a student with a disability that includes pre-employment transition services. Each pre-employment transition service to be purchased for or provided by DRS staff must be included as a line of service on the IPE (34 CFR § 361.46(d)).~~

(A) If appropriate the IPE must include the specific VR services needed to achieve the employment outcome, including a projected post-school employment outcome (34 CFR § 361.46(a)(1)).

(B) For those students with disabilities who may use a projected post-school employment outcome and the plan includes only those services to assist in refining that employment goal, any pre-employment transition services the student would receive would still need to be included (34 CFR § 361.48(b)(18)).

(8) A full array of individualized VR services may be provided to an eligible student or youth with a disability in need of such services so long as they are included on an

approved IPE to assist in preparing for, securing, retaining, advancing in or regaining an employment outcome that is consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

(A) The individualized VR transition services provided will depend on the student's or youth's individual needs and include, but are not limited to:

(i) An assessment for determining eligibility and VR needs by qualified personnel, including, if appropriate, an assessment by personnel skilled in rehabilitation technology;

(ii) Counseling and guidance, including information and support services to assist an individual in exercising informed choice consistent with the provisions of section 102(d) of the Rehabilitation Act;

(iii) Referral and other services to secure needed services from other agencies through agreements developed, if such services are not available under the VR program;

(iv) Job-related services, including job search and placement assistance, job retention services, follow-up services, and follow-along services;

(v) Transition services for students with disabilities, that facilitate the transition from school to post-secondary life, such as achievement of an employment outcome in competitive integrated employment, or pre-employment transition services for students;

(vi) Supported employment services for individuals with the most significant disabilities; and

(vii) Services to the family of an individual with a disability necessary to assist the individual to achieve an employment outcome.

1 **612:10-7-55. Job Ready [AMENDED]**

2 (a) **The Use of Job Ready Status:** Job Ready Status is used to identify individuals who are
3 qualified, willing and able to begin an active job search. Job Ready Status can also be used
4 for individuals pursuing a variety of work experiences, including internships, apprenticeships,
5 or temporary jobs to supplement income while attending school or receiving other vocational
6 rehabilitation services. Job Ready status can be used at any time during the life of the case,
7 once an Individual Plan for Employment (IPE) is in place.

8 (1) Job Ready Status should only be used after consultation with the Participant to
9 ~~insure~~ ensure the person is aware they are considered an active job seeker and may be
10 contacted about employment or work experiences in which they have expressed an
11 interest. Also, Job Ready Status should not be used for those who have been referred
12 to an Employment Services Provider for assistance with services such as Employment
13 & Retention, Customized Employment, Supported Employment, Job Placement,
14 Supplemental Employment Services, ~~JOBS~~, etc.

15 (2) Those individuals who are in job ready status but are no longer participating in a job
16 or work experience search should be removed from Job Ready Status. Individuals who
17 have located a job or work experience and are not currently pursuing another position
18 should also be removed.

19 (b) **Case Recording Requirements:** The information on the Job Ready page in AWARE
20 case management system should be completed in conjunction with the Participant to ~~insure~~
21 ensure it is accurate and timely. The information should be reviewed periodically to make
22 sure it is up-to-date.

1 **612:10-7-137. JOBS Services [REVOKED]**

2 ~~(a) **Overview of JOBS Services.** JOBS services are intended to assist individuals with job~~
3 ~~placement to meet their financial needs, (i.e., housing, transportation, daily living expenses,~~
4 ~~etc.) while completing other services on their Individualized Plan for Employment (IPE), and~~
5 ~~before pursuing placement in their chosen IPE vocational goal. This contract is open to~~
6 ~~individuals in all priority groups who do not need on-site support, but may need~~
7 ~~accommodations.~~

8 ~~(b) **Provision of JOBS Services.** JOBS services are not subject to financial status~~
9 ~~determination. JOBS services are purchased from a qualified contractor with the Oklahoma~~
10 ~~Department of Rehabilitation Services and are provided by certified employment~~
11 ~~consultants or job coaches. Payment rates are established by the Commission for~~
12 ~~Rehabilitation Services.~~

13 ~~(c) **Eligibility for JOBS Services.** An individual shall be eligible for JOBS services if:~~

14 ~~(1) The individual is determined to be eligible for vocational rehabilitation services;~~
15 ~~and~~

16 ~~(2) The individual requires assistance with obtaining employment to meet financial~~
17 ~~needs (i.e., housing, transportation, daily living expenses, etc.) while completing~~
18 ~~other services on their Individualized Plan for Employment (IPE), and before~~
19 ~~pursuing placement in their chosen IPE vocational goal.~~

1 **612:10-7-184. Extended services [AMENDED]**

2 (a) Extended services are a continuation of ongoing support services provided to individuals
3 in Supported Employment at completion of stabilization, during the "Successful
4 Rehabilitation Employment" Milestone Service. Such services consist of the provision of
5 specific services, including natural supports, needed to maintain the supported employment
6 placement. Extended services are specifically identified in the IPE. Except as provided by
7 federal law with regard to youth with the most significant disabilities, extended services are
8 paid from funding sources other than DVR and DSBVI. An individual may not be found
9 ineligible for supported employment services because the resource for providing extended
10 services cannot be identified.

11 (b) Extended services to youth with the most significant disabilities provided by DRS may
12 be for a period not to exceed four (4) years, or until such time as the youth reaches age 25
13 and no longer meets the definition of "youth with a disability" under final 34 CFR §
14 363.4(a)(2). DRS must identify another source of extended services to ensure that there will
15 be no interruption of services.

1 **612:10-7-240. Overview of transition from school to work study services [AMENDED]**

2 (a) Transition services is a coordinated set of activities for a student or youth with a
3 disability who has been determined eligible for services, that promotes movement from the
4 public schools to post-school activities. Transition services represent the next set of services
5 on the continuum of VR services available to eligible individuals. Transition services, for
6 eligible students or youth with disabilities, provide for further development and pursuit of
7 career interests with post-secondary education, vocational training, job search, job
8 placement, job retention, job follow-up, and job follow along. The transition process is
9 outcome based, leading to post-secondary education, vocational training, competitive
10 integrated employment (including supported employment), continuing and adult education,
11 adult services, independent living, and/or community participation consistent with the
12 informed choice of the individual.

13 (b) The Transition from School to Work Study (SWS) Program program is implemented
14 through a an MOU with the State Department of Education (SDE) and through cooperative
15 ~~agreement~~ agreements between DRS and each participating local secondary school district,
16 private school, charter school, home school organization, ~~and~~ Career and Technology
17 Education Centers, or other recognized education program. The Transition Coordinator in
18 DRS State Office acts as the liaison with the State Department of Education, and provides
19 statewide coordination and technical assistance for the Transition from School to Work
20 Study Program program.

21 (c) Transition services must be based on the individual student's, or youth's needs, ~~taking~~
22 ~~into account~~ considering the student's individual preferences and interests. Transition
23 planning will include, to the extent needed, services in the areas of:

24 (1) instruction;

25 (2) community experiences;

26 (3) development of employment and other post-school adult living objectives, including
27 job skill training available through vocational-technical schools;

28 (4) if appropriate, acquisition of daily living skills and a functional vocational evaluation;

29 (5) that promotes or facilitates the achievement of the employment outcome identified
30 in the student's or youth's individualized plan for employment; and

31 (6) that includes outreach to and engagement of the parents, or, as appropriate, the
32 representative of such a student or youth with a disability ~~or other needs specific to the~~
33 ~~individual~~.

34 (7) supported employment services, 34 CFR § 361.5 (c) (54) (iii-v) and supplemental
35 employment services.

36 (d) The Transition from School to Work Study Program program is based upon effective
37 and cooperative working relationships between the Special Education Section of the State
38 Department of Education, the Department of Rehabilitation Services, and the Local
39 Educational Agency (LEA). Each agency retains responsibility for providing or purchasing
40 any transition service that the agency would otherwise provide to students or youth with
41 disabilities who meet the eligibility criteria of that agency.

612:10-7-242. Pre-Employment Transition Services [AMENDED]

(a) **Students with a Disability.** Vocational Rehabilitation (VR) must collaborate with local educational agencies (LEAs) to provide, or arrange for the provision of, Pre-employment Transition Services (Pre-ETS) for all students with a disability in need of such services

Purpose. The Workforce Innovation and Opportunity Act (WIOA) amended the Rehabilitation Act of 1973 and requires VR agencies to set aside at least 15% of their federal funds to provide or arrange for pre-employment transition services (Pre-ETS) to students with disabilities who are eligible or potentially eligible for VR services. In collaboration with the local educational agencies involved, OK DRS shall provide or arrange for the provision of pre-employment transition services (Pre-ETS) for all students with disabilities in need of such services who are eligible or potentially eligible for services. The primary purpose of Pre-ETS is to help students begin to explore and identify career interests and to practice and improve workplace skills in preparation for transition to employment and/or post-secondary education.

(1) A "Student with a Disability" as defined in Oklahoma is ages 16 through 21 and eligible for and receiving special education or related services under an Individualized Education Program (IEP); or an individual with a disability for purposes of Section 504 (individual does not need to have a 504 plan to meet the definition requirements).

(2) An individual as young as 14 years old may be considered a "Student with a Disability" if Pre-ETS is determined necessary by the IEP team.

(3) The definition of "Student with a Disability" applies to all students enrolled in educational programs, including postsecondary education programs or other recognized education programs, so long as they satisfy the age requirements. The definition is inclusive of secondary students who are homeschooled, as well as students in other non-traditional secondary educational programs.

(4) A student with a disability receiving pre-employment transition services is a client for whom goods and services may be procured in the same manner as for clients with an approved Individualized Plan for Employment.

(5) Students with disabilities do not need to apply and be determined eligible for the VR program to receive pre-employment transition services. However, these students may not receive any VR services other than pre-employment transition services until they apply, and are determined eligible, for VR services, and have an approved IPE.

(6) Eligible students with disabilities, that is, those students who have applied and been determined eligible for the VR program, are able to receive any VR services, including pre-employment transition services, necessary to assist them in achieving their employment outcome, so long as those services are identified on their IPEs.

(b) **Required Activities.** Services may be provided to students, or groups of students, with disabilities who are eligible or potentially eligible for VR services in the following areas. The following pre-employment transition services represent the earliest set of services available for students with disabilities under the VR program. These are short-term services designed to help students identify career interests: **Target Population.** Pre-ETS are provided to "students with disabilities" who are:

(1) ~~Job exploration counseling. Eligible for VR services; or~~

(2) ~~Work-based learning experiences, which may include in-school or after school opportunities or experience outside the traditional school setting, including internships, that is provided in an integrated environment to the maximum extent possible Potentially eligible for VR services (i.e., all students with disabilities, including those who have not applied or been determined eligible for VR services).~~

(3) ~~Counseling on opportunities for enrollment in comprehensive transition or postsecondary educational programs at institutions of higher education.~~

(4) ~~Workplace readiness training to develop social skills and independent living.~~

(5) ~~Instruction in self-advocacy, including instruction in person-centered planning, which may include peer mentoring, including peer mentoring from individuals with disabilities working in competitive integrated employment.~~

(6) ~~Auxiliary aids or services. Any "student with a disability" with a sensory or communicative disorder who needs auxiliary aids or services to access pre-employment transition services, regardless of whether the student has applied or been determined eligible for the VR program.~~

(A) ~~The provision of pre-employment transition services to pay for auxiliary aids and services for students with disabilities with sensory and communicative disorders who need such aids and services in order to access or participate in pre-employment transition services.~~

(B) ~~DRS is required to work in collaboration with education agencies to identify how these funds can be used for such costs. The VR agency may use the funds to pay for auxiliary aids and services needed to access or participate in pre-employment transition, no other public entity is required to provide such aids or services.~~

(C) ~~DRS need not conduct a search for comparable services and benefits when providing auxiliary aids and services to either eligible or potentially eligible students with disabilities to the extent that these aids and services constitute "rehabilitation technology" and are necessary for the student with a disability to participate in pre-employment transition services.~~

(c) **~~Delivery of Services.~~** ~~Pre-ETS may be delivered in collaboration with school districts/LEAs via any combination of~~ **Definitions:**

(1) ~~Vocational rehabilitation counselors~~ **Pre-employment transition services:**

(2) ~~The vocational rehabilitation counselor will coordinate Pre-ETS with other entities who maybe delivering these services.~~

(3) ~~Other entities contracted with VR such as:~~

(A) Pre-employment transition services are a specific set of services that are designed to improve the transition of students with disabilities from school to post-secondary education or to an employment outcome, increase opportunities for students with disabilities to practice and improve workplace readiness skills, through work-based learning experiences in a competitive, integrated work setting and,

increase opportunities for students with disabilities to explore post-secondary training options, leading to more industry recognized credentials, and meaningful post-secondary employment.

(AB) ~~Community Rehabilitation Programs~~ Pre-employment transition services represent the earliest set of services available for students with disabilities who are eligible or potentially eligible for VR services, are short-term in nature, and are designed to help students identify career interests, which may be further explored through additional vocational rehabilitation (VR) services, such as transition services and other individualized VR services and, are provided to all who meet the definition of a student with a disability who may need such services.

(BC) ~~Independent Living Centers~~ Pre-employment transition services include a specific set of activities that can only be provided to those individuals who meet the definition of a student with a disability and must be available statewide to all students with disabilities in the state who may need such services under section 113 of the Rehabilitation Act and 34 CFR § 361.48(a) and include:

(I) Five Required Activities (section 113(b) of the Act and CFR § 361.48(a)(2));

(II) Four Pre-employment Transition Coordination Activities that are essential for arranging and providing pre-employment transition services (section 113(d) of the Act and CFR § 361.48(a)(4)), and;

(III) Nine Authorized Activities (section 113(c) of the Act and CFR § 361.48(a)(3)) VR agencies may use if they have sufficient funds.

(IV) A more detailed description of these required, coordinated, and authorized activities is provided further below.

(2) A "Student with a Disability" as defined in Oklahoma:

(A) A student with a disability is an individual with a disability who is:

(B) Currently enrolled in a secondary, post-secondary, or other recognized educational program;

(C) Not younger than fourteen years of age and not older than the maximum age established for the receipt of services under part B section 614(d)(1)(A)(i)(VIII) of the Individuals with Disabilities Education Act (IDEA) (codified at 20 U.S.C. section 1414(d)(1)(A)(i)(VIII)); and

(D) Receiving special education or related services under part B of IDEA or is a student with a disability for the purposes of section 504 of the Rehabilitation Act of 1973, as amended.

(d) **Considerations under 00S.** VR must continue to provide Pre-ETS to students with disabilities who were receiving such services prior to being determined eligible for SBVI and are placed in a closed category. **Required Five Activities.** Pre-employment transition services may be provided to students, or groups of students, with disabilities who are eligible or potentially eligible for VR services in the following areas. The following pre-employment transition services represent the earliest set of services available for students

with disabilities under the VR program. These services are designed to be short-term, based on the student's needs, and designed to help students identify career interests:

(1) Job exploration counseling.

(2) Work-based learning experiences, which may include in-school or after school opportunities or experience outside the traditional school setting, including internships, that is provided in an integrated environment to the maximum extent possible.

(3) Counseling on opportunities for enrollment in comprehensive transition or post-secondary educational programs at institutions of higher education.

(4) Workplace readiness training to develop social skills and independent living.

(5) Instruction in self-advocacy, including instruction in person-centered planning, which may include peer mentoring, including peer mentoring from individuals with disabilities working in competitive integrated employment.

(e) Pre-Employment Transition Coordination. Auxiliary aids or services. Any "student with a disability" with a sensory or communicative disorder who needs auxiliary aids or services to access pre-employment transition services, regardless of whether the student has applied or been determined eligible for the VR program.

(1) District office staff will be responsible for attending IEP meetings for students with disabilities when invited; using conference calls and video conferences, when necessary; The provision of pre-employment transition services to pay for auxiliary aids and services for students with disabilities with sensory and communicative disorders who need such aids and services in order to access or participate in pre-employment transition services.

(2) working with local workforce development boards, job centers and employers to develop work opportunities for students with disabilities, including apprenticeships, internships, summer employment and other employment opportunities available throughout the school year; DRS will collaborate with education agencies to identify who is responsible for the purchase of auxiliary aids and services based on whether the aids and services are needed for FAPE or for VR purposes and access to Pre-ETS. If it is determined to benefit both the VR program and the IDEA services, then VR can only pay for the portion of the cost that benefits the VR program. The VR agency may use the funds reserved for Pre-ETS to pay for auxiliary aids and services when they are needed to access or participate in pre-employment transitions.

(3) working with schools to coordinate and ensure the provision of Pre-ETS; and DRS does not need to conduct a search for comparable services and benefits for potentially eligible students with disabilities, including when providing auxiliary aids and services. The search for comparable benefits and services is required for eligible students with disabilities, except to the extent that these aids and services constitute "rehabilitation technology." (34 CFR § 361.5(c)(45)).

(4) attending person-centered planning meetings for individuals with developmental disabilities receiving SSI-D/Medicaid when invited.

(f) Eligible students with disabilities are able to access ~~any other VR services needed to participate in pre-employment transition services or other VR services that are unrelated to pre-employment transition services, none of which would be available to them without approved IPEs, these eligible students with disabilities may need certain VR services to fully~~

~~benefit from pre-employment transition services. By receiving other VR services and supports, along with the pre-employment transition services, enables eligible students with a disability to develop the skills to experience competitive, integrated employment as they leave school and enter the workforce.~~ **Delivery of Services.** Pre-ETS may be delivered in collaboration with school districts/LEAs via any combination of:

(1) Vocational rehabilitation counselors

(2) The vocational rehabilitation counselor will coordinate Pre-ETS with other entities who maybe delivering these services.

(3) Other entities contracted with VR such as:

(A) Community Rehabilitation Programs

(B) Independent Living Centers

(g) **Considerations under 00S.** VR must continue to provide Pre-ETS to students with disabilities who were receiving such services prior to being determined eligible for VR services and are placed in a closed category.

(h) **Four Pre-employment Transition Coordination Activities** that are essential for arranging and providing pre-employment transition services (Section 113(d) of the Act and CFR § 361.48(a)(4)):

(1) District office staff will be responsible for attending IEP meetings for students with disabilities when invited; using conference calls and video conferences, when necessary;

(2) working with local workforce development boards, job centers and employers to develop work opportunities for students with disabilities, including apprenticeships, internships, summer employment and other employment opportunities available throughout the school year;

(3) working with schools to coordinate and ensure the provision of Pre-ETS; and

(4) attending person-centered planning meetings for individuals with developmental disabilities receiving SSI-D/Medicaid when invited.

(i) **Nine Authorized Activities.** Through its fiscal forecasting, DRS will determine annually whether there are sufficient funds available to engage in authorized activities and charge these costs to the reserve. DRS may provide the nine authorized activities to improve the transition of students with disabilities from school to post-secondary education or an employment outcome. There is no requirement that DRS wait until all students with disabilities have received direct services before it can spend funds on other authorized activities, rather, that funds remain to engage in authorized activities. (section 113(c) of the Act and CFR § 361.48(a)(3)).

(1) Implementing effective strategies to increase the likelihood of independent living and inclusion in communities and competitive integrated workplaces.

(2) Developing and improving strategies for individuals with intellectual disabilities and individuals with significant disabilities to live independently; participate in post-

secondary education experiences; and obtain, advance in and retain competitive integrated employment.

(3) Providing instruction to vocational rehabilitation counselors, school transition personnel, and other persons supporting students with disabilities.

(4) Disseminating information about innovative, effective, and efficient approaches to improve the transition of students with disabilities from school to post-secondary education or an employment outcome.

(5) Coordinating activities with transition services provided by local educational agencies under the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.).

(6) Applying evidence-based findings to improve policy, procedure, practice, and the preparation of personnel, in order to better improve the transition of students with disabilities from school to post-secondary education or an employment outcome.

(7) Developing model transition demonstration projects.

(8) Establishing or supporting multi state or regional partnerships involving states, local educational agencies, designated state units, developmental disability agencies, private businesses, or other participants to improve the transition of students with disabilities from school to post-secondary education or an employment outcome.

(9) Disseminating information and strategies to improve the transition to post-secondary activities of individuals who are members of traditionally unserved and underserved population.

(j) **Eligible students with disabilities are able to access** any other VR services needed to participate in pre-employment transition services or other VR services that are unrelated to pre-employment transition services, none of which would be available to them without approved IPEs, these eligible students with disabilities may need certain VR services to fully benefit from pre-employment transition services. By receiving other VR services and supports, along with the pre-employment transition services, enables eligible students with a disability to develop the skills to experience competitive, integrated employment as they leave school and enter the workforce.

(1) Should a student with a disability apply for and is determined eligible and assigned a disability priority category that is closed, they may continue to receive any of the 5 required Pre-ETS services if they had begun to receive at least one Pre-ETS service prior to being determined eligible and assignment to a priority category. However, these students may not receive any VR services other than pre-employment transition services until they apply, and are determined eligible, for VR services, and have an approved IPE. (See 612 10.7-25.1 for more information on OOS).

(2) Eligible students with disabilities, that is, those students who have applied and been determined eligible for the VR program, are able to receive any VR services, including pre-employment transition services, necessary to assist them in achieving their employment outcome, so long as those services are identified on their IPEs.

(k) **Coordination and Collaboration with Education:** The Oklahoma State Department of Education (OSDE) and the Department of Rehabilitation Services (DRS) have created a Memorandum of Understanding (MOU) to form a partnership aimed at supporting youth with disabilities across Oklahoma. This MOU focuses on ensuring a free appropriate public education (FAPE) and includes coordination for timely provision of necessary transition services. Through this partnership, DRS staff are assigned to schools throughout the state, ensuring a direct point of contact with OSDE staff. The collaboration aims to enhance the goals, initiatives, objectives, and activities of the Oklahoma Pathways to Partnerships (OP2P) grant. The ultimate objective is to improve education and training, employment, independent living, and community participation outcomes for children and youth with disabilities.

(1) The Department of Rehabilitation Services (DRS) in Oklahoma has specialized staff dedicated to working with targeted populations to provide tailored support and services. These populations include Deaf and Hard of Hearing, Services for the Blind and Visually Impaired, Juvenile Justice, and bilingual staff. By having specialized staff for these groups, DRS aims to provide comprehensive and accessible services tailored to the unique needs of each population.

(2) Decisions as to which agency, the VR agency or LEA, is responsible for providing and/or paying for pre-employment transition services or transition services considered to be both a special education (or related service) or VR service must be made at the State level). Nothing under title I of the Rehabilitation Act shall be construed as reducing a LEA's obligation to provide special education or related services under IDEA (see section 101(c) of the Rehabilitation Act and CFR § 361.22(c). DRS Counselors, the Statewide transition coordinator, and their State and Local Education agency partners will coordinate services and make determinations on an individual basis based upon the purpose of the service, eligibility for services, and who customarily provides the services.

DEPARTMENT OF REHABILITATION SERVICES
2025 ADMINISTRATIVE RULE SUMMARY - Emergency

Chapter 10. Vocational Rehabilitation and Services for the Blind and Visually Impaired
Subchapter 3. Client Participation in Cost of Services

612:10-3-3. Participation of individuals in cost of services based on financial need [AMENDED]

Change Language “JOBS” revoked from (d)(9) to be consistent with the discontinuation of the JOBS contract.

Reason for Change-*Corrective Action Plan 2.2.1- Cease using the service under the JOBS Contract outside of any connection to an employment goal on an IPE.*

Subchapter 7. Vocational Rehabilitation and Services for the Blind and Visually Impaired

612:10-7-25.1. Ability to serve all eligible individuals; order of selection for services [AMENDED]

Change- Added language to (b) to align with RSA guidelines. “DRS must continue to provide pre-employment transition services to students with disabilities who were receiving such services prior to being determined eligible for vocation rehabilitation services”. This section covers client assurance that services can be provided for all eligible individuals.

Reason for Change *Corrective Action 2.1.2- Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.*

612:10-7-50.1. Assessment for determining rehabilitation needs [AMENDED] –

Change- Added (1)-(2) under (b) Comprehensive assessment to align with RSA guidelines. Section (1) explains the (5) required Pre-employment transition service activities which will be provided or arranged by DRS based upon individual needs of the student with disabilities and (2) recognizing each student needs are different based on their interests and unique circumstances. Determining services based on student needs, strengths, abilities and capabilities, a student may or may not need all five required activities and may need to participate in multiple activities.

Reason for Change- *Corrective Action 2.1.2- Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.*

612:10-7-51. Individualized Plan for Employment [AMENDED]

Change- amended (d)(7) revising language that pre-employment transition services purchased for or provided by DRS staff must be included as a line of service. Under (7) added (A) explaining the IPE must include the specific VR services needed to achieve employment outcome and (B) students with disabilities that use a projected post school employment outcome and the plan only includes those services to assist in refining that employment goal. Added (8) providing a list of individualized VR services that may be provided to an eligible student or youth with a disability as long as services are included on an approved IPE. Amended to align with RSA guidelines.

Reason for Change-*Corrective Action 2.1.2-: Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.*

612:10-7-55. Job Ready [AMENDED]

Change- revoked language related to “JOBS” under (a)(1) due to discontinuation of the JOBS contract.

Reason for Change-*Corrective Action Plan 2.2.1. Cease using the service under the JOBS Contract outside of any connection to an employment goal on an IPE.*

612:10-7-137. JOBS Services [REVOKED]

Change-revoked rule to be consistent with the discontinuation of the JOBS contract.

Reason for Change-*Corrective Action Plan 2.2.1- Cease using the service under the JOBS Contract outside of any connection to an employment goal on an IPE.*

612:10-7-184. Extended services [AMENDED]

Change- amended revising (a) removing “Milestone” language and replacing with “Employment”. Added (b) for extended services to youth with the most significant disabilities provided by DRS. This period is not to exceed four years, or until the youth reaches age 25 and no longer meets this definition. DRS must identify another source of extended services so no interruptions in service occur. Revised to be consistent with current Supported Employment contract terminology and requirements, as well as to align with RSA guidelines.

Reason for Change-*Corrective Action 2.1.2- Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.*

612:10-7-240. Overview of transition from school to work study services [AMENDED]

Change- amended (a) to revise “student” to “student or youth” terminology. (b) revises “School to Work” to “School Work Study (SWS)”. Additional amendments were made to align with RSA guidelines.

Reason for Change-*Corrective Action 2.1.2- Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of*

pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.

612:10-7-242. Pre-Employment Transition Services [AMENDED]

Change-significant revisions to each section to align with RSA guidelines.

Reason for Change- *Corrective Action 2.1.2-: Revise or develop, and submit for RSA review, DRS policies that comply with the requirements for the provision of services under pre-employment transition services requirements at 34 C.F.R. § 361.48(a), including policies and procedures specific to the provision of tracking and reporting of pre-employment transition services, as well as staff time, to ensure compliance with the statutory requirements.*

DEPARTMENT OF REHABILITATION SERVICES

Overview of Pre-ETS and Supported Employment Programs

Pre-Employment Transition Service (Pre-ETS) The primary purpose of Pre-Employment Transition Service (Pre-ETS) is to help students with disabilities begin to explore and identify career interests and to practice and improve workplace skills in preparation for transition to employment and/or post-secondary education. One or more Pre-Employment Transition Service activities can be provided to students with disabilities who have been determined eligible or are potentially eligible for Vocational Rehabilitation Services (DRS) and who have an identified need for Pre-Employment Transition Services.

Transition Services for Youth with Disabilities Transition services is a coordinated set of activities for a student or youth with a disability that have been determined eligible for services and promotes movement from public schools to post-school activities. Transition services represent the next set of services on the continuum of VR services available to eligible individuals. Transition services, for eligible students or youth with disabilities, provide for further development and pursuit of career interests with post-secondary education, vocational training, job search, job placement, job retention, job follow-up, and job follow along. The transition process is outcome based, leading to post-secondary education, vocational training, competitive integrated employment (including supported employment), continuing and adult education, adult services, independent living, and/or community participation consistent with the informed choice of the individual.

Pre-ETS Funding Requirements VR agencies are required to set aside at least 15% of their federal funds to provide or arrange for pre-employment transition services (Pre-ETS) to students with disabilities who are eligible or potentially eligible for VR services.

Supported Employment Services Supported Employment Services are provided to individuals with the most significant disabilities who need supports on and off the job to obtain and maintain employment and who require a significant degree of job site support to learn job tasks, gain work adjustment skills and stabilize in employment and long-term support to retain employment.

1 **DRS:3-9-24.1 Fixed Rate Service Contracts and Procedure for Establishing Fixed**
2 **Rates [NEW]**

3 (a) **Introduction.** As a means of disseminating relevant information regarding the
4 Oklahoma Department of Rehabilitation Services (DRS) fixed rate policy for client
5 services, which are exempt pursuant to Title 74 O.S. § 85.7.A(6)(g) [74 O.S. § 85.7 of](#)
6 [Oklahoma Central Purchasing Act](#), the Contract Unit has established and maintains DRS
7 Policy 3-9-24.1. This policy also establishes the procedure to establish fixed rates for
8 administrative contracts which do not fall under the DRS exemption for client services.

9 (b) **Background.** A fixed rate contract establishes a maximum rate at which all
10 qualified contractors providing the same services will be compensated.

11 (1) **Exempt Client Services.** DRS establishes the fixed rates for **exempt** client
12 services in accordance with procedures defined by this policy. DRS establishes the
13 scope of the fixed rate and the reimbursement rate. The Office of Management and
14 Enterprise Services (OMES) is not involved in this internal agency process.

15 (2) **Administrative Contracts.** A fixed and uniform rate contract is a contract for
16 administrative services (non-client services) and must be approved by the Office of
17 Management and Enterprise Services (OMES), the state's regulatory agency, in
18 accordance with the OMES fixed rate Procurement Information Memorandum found
19 on the OMES Central Purchasing website. [PIM Fixed Rate Contracts](#)

20 (3) **Commission for Rehabilitation Services.** The DRS Commission is the
21 governing board for DRS, which serves more than 88,000 Oklahomans with
22 disabilities each year through vocational rehabilitation, employment, independent
23 living, educational programs and the determination of medical eligibility for disability
24 benefits. The Commission is responsible for the final approval of fixed rates for both
25 client and administrative contracts. <https://oklahoma.gov/okdrs/information/comm.html>

26 (c) **Rate Setting for Administrative Contracts.** The division administrator over the
27 requesting program area:

28 (1) approves the members of the Rate Setting Committee.

29 (2) provides oversight of the process.

30 (3) approves the proposed rates before they are placed on the commission
31 meeting agenda for review and approval by the DRS Commission.

32 (d) **Components of Establishing Fixed Rates.** Fixed rates in contracts are
33 established through a combination of factors and negotiations should include: 1

34 (1) **Cost Analysis:** The established Rate Setting Committee may contact suppliers
35 who currently provide the products or services to assess all the costs involved in
36 delivering the product or service, including materials, labor, overhead, and any
37 additional expenses.

(2) **Market Research:** The Rate Setting Committee may analyze the current market rates for similar products or services to ensure the rate is competitive yet profitable.

(3) **Risk Assessment:** Identifying and evaluating potential risks that could impact cost such as supply chain disruptions or changes in regulatory requirements.

(4) **Negotiation:** Both parties discuss and negotiate the rate, considering the value provided, the duration of the contract, and any specific terms or conditions.

(e) **Executive Summary.**

(1) The committee shall submit an Executive Summary to the contracts unit manager.

(2) The Executive Summary states a new or revised fixed rate is being requested, the method used to determine the rates, and list of the rates to be established.

(A) If there are existing rates being revised, the Executive Summary will need to show both old and new rates.

(f) **Rates Submitted to CFO.**

(1) The Executive Summary is provided with the new or revised rates for review by the Chief Finance Officer (CFO) for review.

(2) The CFO reviews and determines the financial impact.

(3) This information is provided to the Contracts Unit Manager.

(g) **Duties of the Contracts Unit Manager.**

(1) The contract unit manager adds the information to the Executive Summary.

(2) The contract unit manager contacts the DRS Commission secretary requesting addition of the fixed rate to the commission meeting agenda for first review and consideration, and on a second commission meeting agenda 30-days after first review and consideration for a vote.

(3) The Contracts Unit will work with Oklahoma Publishing Company (OPUBCO) to handle publicizing the item(s) to be reviewed 30-days in advance of the DRS Commission.

(4) The notice also advertises the second commission meeting where commission vote on the item(s) 30-days later.

(5) The contracts unit manager presents the rates at the DRS Commission meeting.

(h) Submission and Approval to the DRS Commission and the Office of Management and Enterprise Services (OMES) State Purchasing Director.

(1) Fixed and uniform contract rates for administrative services are reviewed and approved by the DRS Commission.

(2) Rates are submitted with a copy of the Commission Meeting agenda to the OMES State Purchasing Director (SPD) for review and approval 30-days before the first commission meeting to review.

(A) If the SPD approves, a letter will be sent to the DRS Contracts Unit Manager approving the rates.

(B) Changes to the scope of services or the approved rate paid must be authorized by OMES through the OKDHS rate setting process.

(3) The Contracts Unit Manager submits the SPD's approval letter to the commission secretary to add to the commission meeting packet and presents it at the commission meeting.

(4) After the DRS Commission approves the rates, the Contracts Unit Manager will obtain a copy of the Commission's approval from the meeting minutes and submit to the SPD.

(i) Fixed Rate Hearing Process.

(1) Upon submission of the proposed fixed rate to the DRS Commission for approval, a notice of hearing is published at least 30-days prior to the meeting.

(2) An agenda item is included for discussion of the proposed fixed rate at least 30-days prior to the meeting where approval/disapproval is voted upon by the Commission.

(3) A letter with the executive summary and copy of the agenda which includes the items to be considered by the commission is submitted to the State Purchasing Director at least 30-days prior to the hearing date.

(4) All documents supporting the fixed rate are submitted to the State Purchasing Director at this time including the commission meeting agenda, and the State Purchasing Director may submit written comments prior to the hearing or oral comments at the hearing.

(5) The State Purchasing Director shall advise DRS if the proposed fixed rate is excessive.

105 (6) If the State Purchasing Director provides written comments and is absent from
106 the hearing, the comments shall be presented orally during the hearing.

107
108 (7) The State Purchasing Director comments, whether written or oral, shall be
109 included in the hearing minutes.

110
111 (j) **Fixed Rate Approval.** Upon approval of the rate by the DRS Commission, the State
112 Purchasing Director is notified in writing, and the rate is considered approved. Rates set
113 for exempt client services are approved in a public hearing by the DRS Commission and
114 do not require approval from the State Purchasing Director.

115 (k) **Rate setting for Exempt Client Service Contracts.** When DRS has determined
116 that multiple contracts for the same client services needs to be established as a fixed
117 rate to improve efficiencies in the contracting process, then the procedure as stated
118 below will be implemented.

119 (1) Fixed rates for client services only are reviewed and approved by the DRS
120 Commission.

121 (2) Procedures for exempt client service contracts mirror the process for the
122 Administrative Contracts with the exception of OMES involvement.

123 (3) At the completion of research and consideration of the suppliers input regarding
124 cost to provide services, a determination will be made by the committee on new
125 rates.

2025 DRS INTERNAL POLICY SUMMARY

Chapter 3. Management Services Division

DRS:3-9-24.1 Fixed Rate Service Contracts and Procedure for Establishing Fixed Rates [NEW] - This new internal policy relates to the recently resolved corrective action for rate setting and evaluating the performance of service providers. The new internal policy will be incorporated in Chapter 3. Management Services Division, Subchapter 9. Central/Departmental Services Unit, Part 3. Contracts Section.



Oklahoma School for the Deaf Donation Report

OSD Donation Report

May 2025

Donations Under \$500.00

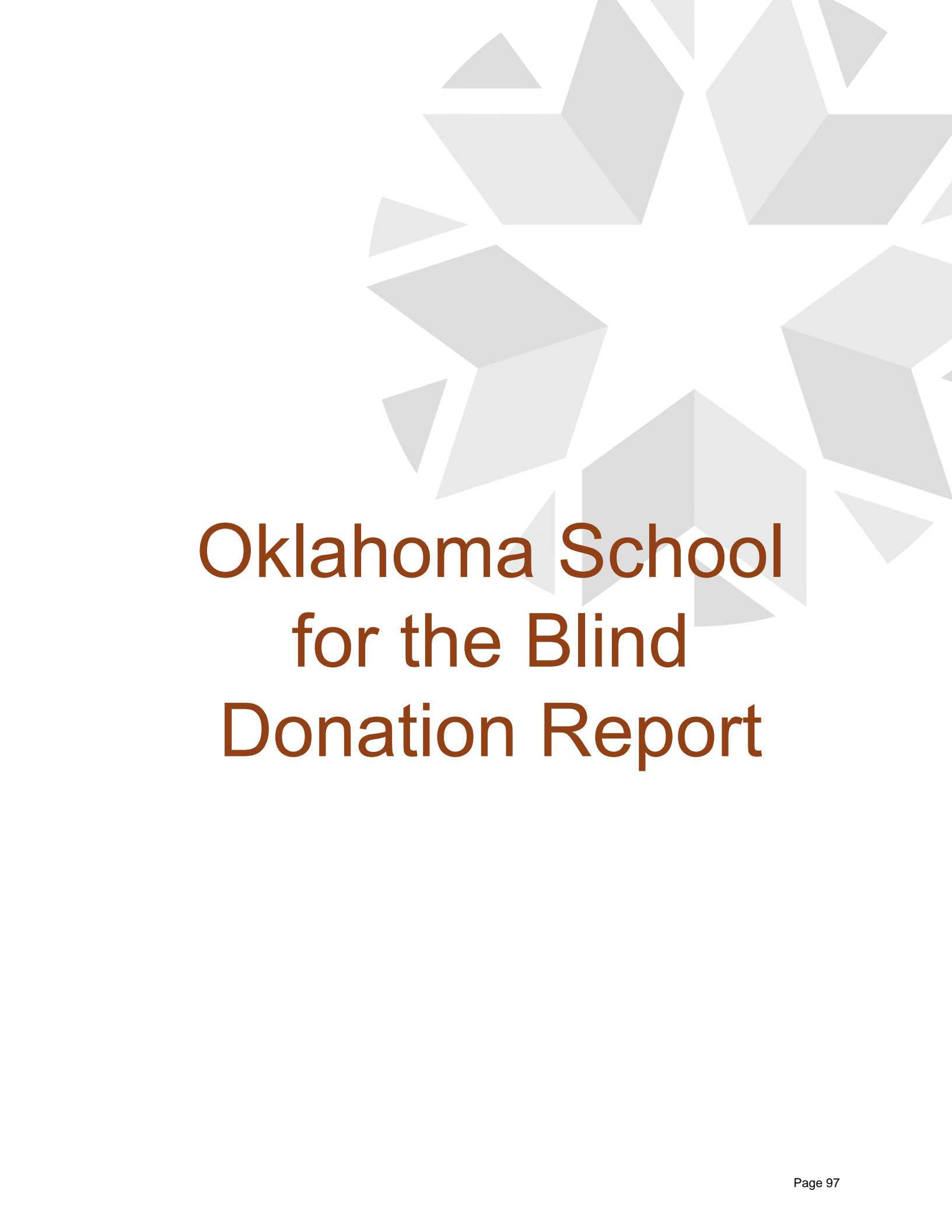
Date	Name	Cash	Fund	Explanation	Property Value
5/1/2025	Heather Laine		Campus	Purchased food for the Senior dinner w/Supt	\$ 302.25
5/5/2025	Walmart		Campus	7 Bicycles	\$ 231.45
5/14/2025	The Reininger's	\$ 246.24	70100/20048	Donation from a parent	
5/22/2025	Casey General Store	\$ 52.40	70100/20601	Customer cashed in rewards for donation	
5/22/2025	Jamie Robinson	\$ 300.00	70100/20095-01	Donation for 2024/2025 yearbooks	
Subtotal Cash Under \$500.00		\$ 598.64		Subtotal Property Under \$500.00	\$ 533.70

Donations Over \$500.00

Date	Name	Cash	Fund	Explanation	Property Value
5/12/2025	Sorenson	\$ 4,750.00	Athletic Account	Deaf Cheer/BB Tourn/Deaf Ed Conf	
5/13/2025	OSD Foundation		All Staff	Food Container/Staff Appreciation	\$ 766.80
Subtotal Cash Over \$500.00		\$ 4,750.00		Subtotal Property Over \$500.00	\$ 766.80
Subtotal Cash Combined		\$ 5,348.64		Subtotal Property Combined	\$ 1,300.50

Total donations for May 2025

\$6,649.14



Oklahoma School for the Blind Donation Report

OSB DONATION REPORT

May 2025 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
5/7/2025	Boxtops for Education	\$ 350.80	701		
5/27/2025	Sherry Holder / Food items for SCASB				\$ 110.00

Subtotal of Cash (under \$500) donated in May 2025	\$ 350.80		Subtotal prop.	\$ 110.00
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Donations \$500 and over

	\$ -			
5/27/2025	Patsi Nix Smith / Space Camp travel expenses	\$ 1,250.00	701	
5/27/2025	OK Game Warden Association / t-shirts & towels			\$ 1,091.25
5/27/2025	Sherry Holder / Pecan picker			\$ 650.00

Subtotal of Cash (\$500 and over) donated in May 2025	\$ 1,250.00		Subtotal prop.	\$ 1,741.25
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TOTAL DONATION AMOUNTS May - 2025	\$3,452.05			
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Commission Minutes



OKLAHOMA Rehabilitation Services

Oklahoma Commission for Rehabilitation Services

REGULAR MEETING MINUTES

May 14, 2025

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:35 a.m. by Commissioner Flannery with a quorum. Present: Theresa Flannery, Commission Chair and Dr. Janet Barresi, Commission Vice-Chair.

STATEMENT OF COMPLIANCE

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

PRESENTATION OF LONGEVITY CERTIFICATES

Theresa Flannery, Acting Chair

The Commission presented a longevity award to Jama West, Deputy Division Administrator, Disability Determination Services for 35 years with DRS.

EXECUTIVE DIRECTOR'S REPORT

Melinda Fruendt, Executive Director

Report highlights:

Meetings and Events Attended in April and May

- Governor's Council on Workforce and Economic Development
- Oklahoma School for the Deaf and Career Tech Collaboration meeting
- Oklahoma Inclusive Post Secondary Education Alliance (OKIPSE) meeting

Other information:

- Process Improvement has upgraded AWARE to 2024.2.21 and completed RSA-911 error corrections in preparation for the quarterly report due May 15th.
- Program Standards, Statistical Research, Data Requirements - The 2024-2025 State Department of Education (SED) Child Count IEP and School Work Study and Work Adjustment Training are complete. The IEP dashboard was demonstrated during the Oklahoma Rehabilitation Council Transition Committee meeting.

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o: 405-951-3400 | f: 405 951-3529 | Oklahoma.gov | okdrs.gov

Executive Director Melinda Fruendt
Commissioners Janet Barresi, Theresa Flannery, and Kelsey Lee

- 2025 Emergency Administrative Rule Amendments - Administrative Rule Amendments were sent to the Commission in February, but due to a missed deadline were not submitted. The proposed rules that were previously sent to the Commission for initial review are undergoing further revisions, incorporating both RSA recommendations and feedback from quarterly corrective action plan updates, and will be submitted through an emergency basis. Commissioners can expect final revisions for administrative rules associated with those corrective actions to be emailed prior to the end of the month.

LEGISLATIVE REPORT

Jennifer Hardin, Legislative Liaison

SB 770 which increases the number of members on the Rehabilitation Services Commission from 3 to 7, was passed on May 6, 2025 but was vetoed by Governor Stitt. Senate authors will request an override of the veto.

CHIEF FINANCIAL OFFICER'S REPORT

Kevin Statham, CFO

- Financial Status Report for FY 2025. As of March 31, 2025, the agency spent \$111.8M of the \$199M budget, with remaining encumbrances of \$77.5M which represent 94.9% of the budget.
- Presentation of the FY 2027 - FY 2034 Capital Outlay Request. There are six projects at the Oklahoma School for the Blind (OSB) totaling \$17.3M, and two at the Oklahoma School for the Deaf (OSD) totaling \$5M. The capital outlay request will be presented for a vote at the June 11th Commission meeting.

FY 26 BUDGET UPDATE

Kevin Statham, CFO

The FY 26 budget has a 2% loss of state funds, which would result in a forfeiture of approximately \$6.1 M in federal funds and a Maintenance of Effort (MOE) penalty of \$1.66M. In addition to the 2% reduction to Basic Support, the Oklahoma School for the Deaf and the Oklahoma School for the Blind would be reduced by a total of \$469K, and other state programs including the Oklahoma Library for the Blind and Physically Handicapped (OLBPH) would be reduced by \$184K.

The indication is the agency will be given a flat budget, with the exception of \$150,000 being awarded for the Accessible Instructional Materials (AIM) Center.

HUMAN RESOURCES REPORT

Tom Patt, HR Director

As of April 30, 2025, 11 vacant positions were filled, and 52 positions were open. There were four separations which included retirements, resignations, and discharges. There were 960 full-time equivalent (FTE) positions. It was noted that positions are harder to fill in the northwest and southeast parts of the state.

VOCATIONAL REHABILITATION (VR) REPORT

Mark Kinnison, Division Administrator

Priority Group Update as of May 13, 2025

- All clients were released off the Priority Group 3 waitlist on May 13th.
- Priority Groups 1 and 2 are open.
- Priority Group 3 is closed, clients waiting: 0
Total clients on waiting list: 0

Portal Referral Update:

- Received 56 applications:
 - 23 active referrals
 - 15 referrals pending assignment
 - 5 new applications taken
 - 2 closed – already has an active case
 - 11 closed – other reasons

Report Highlights:

- As of April 30th, the VR program has completed 2,539 applications, 1,817 plans of employment and 501 successful outcomes.
- The VR program has 8 counselor vacancies.
- The Tulsa Transition Unit is fully staffed.
- The Oklahoma Rehabilitation Council (ORC) and the Tribal VR programs continue to develop trainings for staff starting in July.
- VR/SBVI is partnering with ORC and Harrison Consulting to host training sessions in June centered around self-employment.
- The Building Employment Skills for Today (BEST) and Summer Transition Employment Program (STEP) programs will have 530 students participating.
- The Business team has provided six Disability Awareness trainings for the Broken Arrow Chamber of Commerce, YWCA, AARP, Tulsa Chamber of Commerce, Mercy Hospitals and Human Resources Chapters.

DISABILITY DETERMINATION SERVICES OVERVIEW

Keith Tiller, Division Administrator

Overview Highlights:

The Social Security Administration (SSA) administers the Social Security Disability Insurance (SSDI) and the Supplemental Security Income (SSI) disability programs. SSA employs the services of state Disability Determination Services (DDS) to make disability and blindness determinations on behalf of the

Commissioner for individuals living in each state. The Department of Rehabilitation Services is the parent agency for the Disability Determination Services.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE DEAF (OSD)

Dr. Heather Laine, Superintendent

Director Fruendt gave the donation report in Dr. Laine's absence. The donations for March 2025 totaled \$2,150.00 and the donations for April 2025 totaled \$154,874.64.

A motion was made by Commissioner Lee and seconded by Commissioner Barresi to accept the March and April 2025 OSD donations. All Commissioners voted in the affirmative and the motion carried.

ACCEPTANCE OF DONATIONS TO THE OKLAHOMA SCHOOL FOR THE BLIND (OSB)

Brent Pearce, Superintendent

The donations for April 2025 totaled \$1,592.00.

A motion was made by Commissioner Lee and seconded by Commissioner Barresi to accept the April 2025 OSB donations. All Commissioners voted in the affirmative and the motion carried.

APPROVAL OF THE MARCH 12, 2025 COMMISSION MEETING MINUTES

Theresa Flannery, Chair

A motion was made by Commissioner Barresi and seconded by Commissioner Flannery to approve the minutes from the March 12, 2025 Commission meeting as submitted. Commissioners Flannery and Barresi voted in the affirmative and Commissioner Lee abstained. The motion passed.

APPROVAL OF THE APRIL 16, 2025 COMMISSION MEETING MINUTES

Theresa Flannery, Chair

A motion was made by Commissioner Lee and seconded by Commissioner Flannery to approve the minutes from the April 16, 2025 Commission meeting as submitted. Commissioners Flannery and Barresi voted in the affirmative and Commissioner Lee abstained. The motion passed.

ADJOURN

Theresa Flannery, Chair

The meeting was adjourned at 12:11 p.m.