**Oklahoma Commission for Rehabilitation Services**

**Department of Rehabilitation Services**

**3535 NW 58th Street**

**Oklahoma City, OK 73112**

**Regular Commission Minutes**

**January 14, 2019**

**PRESENT**

Jace Wolfe, Commission Vice-Chair

April Danahy, Commission Member

**ABSENT**

Emily Cheng, Commission Chair

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 10:30 am by Commission Vice-Chair Wolfe. Two Commissioners were in attendance and a quorum was established.

**STATEMENT OF COMPLIANCE**

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

**INTRODUCTION OF GUESTS**

There were two guests introduced. Cindy Eidson, VS Counselor in Ada and Mark Morgenthaler, an East Central University intern.

**REPORTS**

**DIRECTOR REPORT**

Commissioner Wolfe recognized Melinda Fruendt. The report included remembrance of Jan Hatch; executive meetings; and updates on Process Improvement and rule making.

**PRIORITY GROUP UPDATE**

Commissioner Wolfe recognized Mark Kinnison. He reported: Priority I 16, Priority II 431 and Priority III 370.

**FINANCIAL STATUS REPORT**

Commissioner Wolfe recognized Kevin Statham. He gave the Financial Status Reports for FY18 and FY19 as of November 30, 2018.

**PERSONNEL ACTIVITY**

Commissioner Wolfe recognized Tom Patt. He gave the personnel activity report as of December 28, 2018. The activity report also has current FTE status.

**VOCATIONAL REHABILITATION SERVICES DIVISION**

Commissioner Wolfe recognized Mark Kinnison. His report included 2018 statistics for Vocational Rehabilitation; activities participated in by the Administrator and staff; and vacancies in Vocational Rehabilitation.

**ACTION ITEMS**

**COMMISSION MEETING MINUTES FOR DECEMBER 10, 2018**

Commissioner Wolfe asked for review and discussion with possible vote to approve the December 10, 2018 Commission for Rehabilitation Services regular Meeting Minutes.

***Motion was made and seconded to approve the December 10, 2018 minutes. Both Commissioners voted in the affirmative. Motion passed.***

**LEGISLATIVE REPORT**

Commissioner Wolfe asked for review and discussion with possible vote to approve the Legislative report. This report includes SB 95 (keep proceeds from donated real property donations); SB 77 (pay teachers for their unused personal leave); SB 75 (Visual Services name change to Division of Services for the Blind and Visually Impaired); SB 76 (Disability Determination Division name change to Disability Determination Services); and Business Enterprise vendor liability legislation

***Motion was made and seconded to approve the Legislative Report with all legislation presented. Both Commissioners voted in the affirmative. Motion passed.***

**SECURITY GUARD FOR THE COMMISSION MEETING**

Commissioner Wolfe asked for review and discussion with possible vote to maintain a security guard in the Commission room. Discussion was made to keep the security guard and have the 5th floor security guard come to the Commission meeting, since she knows our staff and visitors, and the temporary guard be stationed on the 5th floor reception area during the Commission meeting.

***Motion was made and seconded to approve the utilization of the current security guard on the 5th floor for the Commission meeting and have the temporary security guard placed at the 5th floor reception area during the Commission meeting. Both Commissioners voted in the affirmative. Motion passed.***

**OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED**

Commissioner Wolfe recognized Kevin Treese to present the November and December, 2018 donation reports for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the November and December, 2018 donations. Both Commissioners voted in the affirmative. Motion passed.***

**OKLAHOMA SCHOOL FOR THE BLIND**

Commissioner Cheng recognized Rita Echelle to present the December, 2018 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the December, 2018 donations. Both Commissioners voted in the affirmative. Motion passed.***

**OKLAHOMA SCHOOL FOR THE DEAF**

Commissioner Cheng recognized Larry Hawkins to present the December, 2018 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the December, 2018 donations. All Commissioners voted in the affirmative. Motion passed.***

**NEW BUSINESS**

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

**ANNOUNCEMENTS**

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

Monday, February 11, 2019 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

Oklahoma Library for the Blind and Physically Handicapped

300 NE 8th

Oklahoma City, OK 73105

**ADJOURNMENT**

***Motion was made and seconded to approve to adjourn the meeting. Both Commissioners voted in the affirmative. Motion passed.***

Meeting was adjourned by Commissioner Wolfe.

**Respectfully submitted by Carol Brown, Assistant to the Commissioners**