**Oklahoma Commission for Rehabilitation Services**

**Department of Rehabilitation Services**

**Conducted by Video-Conferencing**

**Regular Commission Minutes**

**September 14, 2020**

Jace Wolfe, Commission Chair

Wes Hilliard, Commission Vice-chair

Theresa Flannery, Commission Member

Sign Language Interpreters are provided for public accessibility

**PRESENT**

Jace Wolfe, Commission Chair

Wes Hilliard, Commission Vice-Chair

Theresa Flannery, Commission Member

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 10:30 a.m. by Commissioner Wolfe. All three Commissioners were in attendance, and a quorum was established.

**STATEMENT OF COMPLIANCE**

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

**PUBLIC COMMENTS**

None

 **REPORTS**

**INTRODUCTION OF NEW COMMISSION MEMBER**

Commissioner Wolfe recognized Theresa Flannery. Mrs. Flannery was recently appointed by Governor J. Kevin Stitt to serve a three-year term from June 16, 2020 and expiring June 15, 2023. Commissioner Flannery is presently employed as senior director for social services at Catholic Charities of the Archdiocese of Oklahoma City and has worked closely with DRS for 20 years when she was Community Resources and Compliance Director at Dale Rogers Training Center.

**CERTIFICATES OF APPRECIATION**

Commissioner Wolfe recognized Executive Director Fruendt to present Certificates of Appreciation. Those receiving certificates were Huong Nguyen, Dana Tallon, Kim Lohr and Shanda Albertson. Commission Chair Wolfe extended his thank you to each of the recipients.

**PRESENTATION OF LONGEVITY CERTIFICATES**

Commissioner Wolfe recognized two Individuals for their longevity with the State of Oklahoma. Melinda Fruendt, Executive Director of DRS, received her twenty-five (25) year pin. During this time, Executive Director Fruendt has served DRS In several positions, becoming Executive November 5, 2018, and has received numerous awards and certifications.

Commissioner Wolfe recognized Kathy Lowry received her forty (40) year pin. Ms. Lowry began her work with DRS as a Typist Clerk and is now the Manager of the Contracts and Purchasing Unit.

**PRIORITY GROUP UPDATE**

Commissioner Wolfe recognized Mark Kinnison, Director of Rehabilitation Services, who gave the Priority Group Update. As of this morning Priority Group I has twenty-five (25), Priority Group II has eight hundred eighty-eight (888), and Priority Group III has one hundred sixteen (116) with a total of one thousand twenty-nine (1029). Two hundred twenty five (225) clients in Priority Groups I and II were released September 3rd.

**FINANCIAL STATUS REPORT**

Commissioner Wolfe recognized Kevin Statham, Chief Financial Officer, who reported the Financial Status Reports for FY20 as of June 30 and July 31, 2020.

**PERSONNEL ACTIVITY REPORT**

Commissioner Wolfe recognized Tom Patt, Human Resources Director who reported on the personnel activity report as of August 31, 2020. The activity report also has current FTE status.

**VOCATIONAL REHABILITATION SERVICES**

Commissioner Wolfe recognized Mark Kinnison, Director of Rehabilitation Services. His report Included staff returning to offices during Phase II the COVID-19 Program; and updates on Transition Services, Business Services; and client services. Commissioner Flannery was pleased to hear about the Transition Unit; and Commissioner Wolfe was Impressed with the Unit's ability to still connect with the clients with the COVID-19.

**ABLE TECH**

Commissioner Wolfe recognized Linda Jaco, Associate Director and Director for sponsored Programs at OSU. Her report Included the Alternative Financing Report; and Access for All report.

**2021 COMMISSION CALENDAR**

Commissioner Wolfe presented the 2021 Commission Calendar for discussion. There was no discussion, and the calendar will be placed on the agenda In October to be reviewed and discussed for a possible vote.

**ACTION ITEMS**

**COMMISSION MEETING MINUTES**

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

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe, and Commissioner Flannery abstained, to approve the July 13, 2020 minutes. With majority voting in the affirmative, Motion passed.***

**FY 2022 BUDGET REQUEST**

Commissioner Wolfe recognized Kevin Statham, Chief Financial Officer, for review, discussion with possible vote for the approval of the FY 2022 Budget Request.

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe to approve the FY2022 Budget Request. All three Commissioners voted in the affirmative. Motion passed.***

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

Commissioner Wolfe recognized Kevin Treese, OLPBH Program Manager who reviewed their July and August, 2020 OLBPH donation report, for possible vote for approval.

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe to approve the July and August, 2020 OLBPH donations. All three Commissioners voted in the affirmative. Motion passed.***

**OKLAHOM SCHOOL FOR THE BLIND DONATIONS**

Commissioner Wolfe recognized Rita Echelle, Superintendent of OSB who reviewed their August, 2020 OLBPH donation report, for possible vote for approval.

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe to approve the August, 2020 OSB donations. All three Commissioners voted in the affirmative. Motion passed.***

**OKLAHOM SCHOOL FOR THE DEAF DONATIONS**

Commissioner Wolfe recognized Chris Dvorak, Superintendent of OSD who reviewed their August, 2020 OLBPH donation report, for possible vote for approval.

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe to approve the August, 2020 OSD donations. All three Commissioners voted in the affirmative. Motion passed.***

**ELECTION OF COMMISSION OFFICERS**

Commissioner Wolfe recognized the Commissioners for the Election of the 2020-21 Officers.

***Motion was made by Commissioner Wolfe and seconded by Commissioner Hilliard to elect Commissioner Hilliard as the Chair for 2020-21. All three Commissioners voted in the affirmative. Motion passed.***

***Motion was made by Commissioner Hilliard and seconded by Commissioner Wolfe to elect Commissioner Flannery as Vice-Chair for 2020-21. All three Commissioners voted in the affirmative. Motion passed.***

Commissioner Hilliard stated his appreciation to Commissioner Wolfe for his direction and service as Chair. Executive Director Fruendt also gave Commissioner Wolfe a thank you from herself for his service and support throughout his time as Chair, and welcomed Commissioner Hilliard as Chair.

**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, October 12, 2020 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

Video-conferencing

**ADJOURNMENT**

Commissioner Wolfe adjourned the meeting.

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

**APPROVED BY COMMISSION WITH CHANGE TO AMOUNT OF TOTAL PRIORITY GROUP FROM 129 TO 1029, AS NOTICED AND REQUESTED BY COMMISSIONER FLANNERY. CORRECTION HAS BEEN MADE. APPROVED BY COMMISSION 10/12/2020. Carol Brown, Assistant to the Commission**