

Commission

for

Rehabilitation Services November 14, 2016 Regular Meeting

Department of Rehabilitation Services

3535 NW 58th Street, Suite 200

Oklahoma City, OK 73112

State Of Oklahoma
Commission for Rehabilitation Services
Oklahoma Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112
Monday, November 14, 2016, 10:30 am
Regular Meeting

Jack Tucker – Commission Chair
April Danahy – Commission Vice-Chair
Lynda Collins – Commission Member
Carol Brown – Commission Assistant

- | | | |
|----|---|----------------------|
| 1. | Call to Order and Roll Call | Commission Chair |
| 2. | Statement of Compliance with Open Meeting Act | Commission Assistant |
| 3. | Introduction of Guests | Commission Chair |
| 4. | Public Comments | Public Audience |

REPORTS

- | | | |
|----|---|--|
| 5. | Director's report with possible Commission discussion. The report includes Agency updates on Final Unified State Plan and VR portion; Oklahoma School for the Deaf; Visual Services; Vocational Rehabilitation; and cross-agencies and/or community partnerships. | Noel Tyler,
Interim Director |
| 6. | Financial Status report as of September 30, 2016, with possible Commission discussion, including FY16 and FY17. | Kevin Statham,
Chief Financial Officer |
| 7. | Personnel Activity report as of October 31, 2016, with possible Commission discussion. The report includes current FTE status. | Tom Patt, Human Resources
Programs Director |
| 8. | Oklahoma Rehabilitation Council Quarterly report with possible Commission discussion. The report includes success stories, (30plus for FFY16), meetings with partnership agencies, OTI, RSA Meetings, Mayor's Luncheon and Oklahoma Works initiatives statewide. | Renee Sansom, Programs
Manager |
| 9. | Oklahoma School for the Blind report with possible Commission discussion. The report includes student outings; presentation on fire safety; White Cane Day; Special Olympics; and, Future Shock Career Day. | Rita Echelle, Superintendent |

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|-----|--|---|
| 10. | Disability Determination Services report with possible Commission discussion. The report includes statistics; staffing and funding; fraud, waste and abuse; and Oklahoma benefit payments. | Brian Nickles, Interim Division Administrator |
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ACTION ITEMS

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|-----|---|--------------------------------------|
| 11. | Review and discussion with possible vote to approve the October 17, 2016 Commission for Rehabilitation Services Regular Meeting Minutes. | Commission Chair |
| 12. | Review and discussion with possible vote for approval of DRS Legislative Proposals for 2017. | Kevin Nelson,
Legislative Liaison |
| 13. | Review and discussion with possible vote for approval of the October, 2016 donations to the Oklahoma School for the Blind. | Rita Echelle,
Superintendent |
| 14. | Review and discussion with possible vote for the approval of October, 2016 donations to the Oklahoma School for the Deaf. | Larry Hawkins,
Superintendent |
| 15. | New Business ("Any matter not known about or which could not have been reasonably foreseen prior to the time of posting." 250.S. § 311) | Commission Chair |
| 16. | Announcements
Date and location of next regular meeting of the Commission for Rehabilitation Services:
Monday, December 12, 2016 at 10:30 am.
Department of Rehabilitation Services
3535 NW 58 th Street, Suite 200
Oklahoma City, OK 73112 | Commission Chair |
| 17. | Adjournment | Commission Chair |

Interim Director's Report

November 14, 2016 OKDRS Regular Commission Meeting
Submitted by Noel Tyler, ODRS Interim Director

Agency Updates

Final Unified State Plan

- The Final Oklahoma Unified State Plan and the Final VR Services Portion of the Unified State Plan. This year's state plan was different. Under the Workforce Innovation and Opportunity Act (WIOA), the VR Services Portion is for Title IV, Rehabilitation Act, Public VR.
- The Unified State Plan is for all titles, Common Elements, within WIOA. The state plan is now on a Program Year (July 1 – June 30) timeframe. It officially began July 1, 2016. There will be 2 year updates and 4 year full rewrite.
- The State Plan Team for DRS consisted of Renee Sansom (ORC Program Manager), Alisa Estes (VR Program Manager), Terry Goodson (VR Program Manager), and Melinda Fruendt (DRS State Plan Coordinator).

Oklahoma School for the Deaf (OSD)

- OSD won its homecoming football game against Missouri 84-20, and on October 15, won the football game against Arkansas 49-24 winning the "Traveling Trophy."
- The OSD Library Dedication took place on October 13. The new name is the "Sue Galloway - Clerc Library." Sue is the GGG granddaughter of Laurent Clerc who was the first teacher of the Deaf in America and is responsible for American Sign Language.
- Youth Leadership Murray County visited the OSD Museum for their class day and Thomas Thompson, OSD dean of students, presented them a history of schools in Murray County. Presently, Murray County has three schools (Davis, Sulphur, and the Oklahoma School for the Deaf). At one time, 32 schools were in Murray County.

Visual Services (VS)

- The ABLE (Adult Blind Living Experience) program was held at VS #90 in Shepherd Mall. This is a five-day program in which our rehab teachers teach adapted living skills to newly blind consumers who wish to remain independent or become employed.
- DRS staff participated in two White Cane Day Celebrations, one in Muskogee on October 11th and one in OKC at Penn Square Mall on October 15th. These

observations were made in conjunction with other partners in the community including New View, OCB, Heartland Council of the Blind and OSB.

- Several VS staff attended the Deaf Blind Symposium on October 27th through 30th. This was an event that featured our local VS staff as well as some national figures in deaf-blindness. We also had several consumers who attended this event which was held at Sequoyah State Park at Hulbert, Oklahoma. Administrator McDermott was one of the speakers. Jeri Cooper, Tonya Puryear, Elaine Boykin, and Jay Doudna and five (5) interpreter were DRS staff who partnered with Cassandra Oakes, Founder and President of the Sight Hearing Encouragement Program (SHEP) on this event.
- Paul Adams, Noe Tyler and Teresa McDermott met with Rabih Dow from IRIS Network in regarding an exciting new Center for the Blind that he runs in Portland, Maine. VS is interested in pursuing a contract with this center for our consumers to improve their skills.
- Interviews have been conducted to fill the PM vacancies in Tulsa and Ada; a PM has been selected for VS #64 in Tulsa; no start date yet. The paperwork is being completed to recommend a PM for the position in Southeastern Oklahoma which will replace me.
- On October 13th, several VS staff toured New View, including the main facility on Douglas and the OKC low vision clinic on Wilshire.
- OLBPH now has a new studio technician which will facilitate more production of accessible reading materials and will also allow for smoother transitions when people begin to

BEP:

- Three new facilities have been secured and opened since August 31st. One is a very large facility and most likely will develop into an "A" facility.
- There are 4 new trainees starting the BEP training program with existing managers participating in their training.
- There also are possibly 2 good leads on new facilities.

Vocational Rehabilitation (VR)

- We are starting to see more referrals for youth 24 and under who are considering sub-minimum wage employment. Kim Osmani hosted a conference call to address the new requirements of WIOA Sec. 511, which addresses sub-minimum wage and requirements to work with the VR program. We have started to schedule times to meet with Sheltered Work Shop Employers to complete Sec. 511 requirements regarding adults 25 and over. We were informed that there are approximately 3000 employees working in the Sheltered Work Shops that we will be meeting with over the next 9 months.

- The new FLSA requirements are causing a bit of anxiety as this will be a challenge for many people who are not at the salary threshold to be an exempt employee starting December 1, 2016. This comes at a time in which WIOA is creating challenging circumstances, and caseloads are growing in many areas.
- Kay Crothers one of our great counselors in South OKC was recently honored by Oklahoma City Mayor Mick Cornett as she was awarded the Public Personnel of the Year Award!! We are extremely proud of Kay.

Agency or Cross-Agency or Community Partnerships

1. HHS Strategic Planning
2. Executive Council Meeting
3. OSDE
4. Governor's Disability Employment Award of Excellence
5. Workforce McAlester Infrastructure Pilot
6. Staff Meetings @ McAlester Unit 18 and Chickasha
7. Oklahoma Commission on Children and Youth Commission
8. Iris Center
9. ABLE Tech Advisory Council Meeting
10. WIOA Discussion Group Meeting
11. Oklahoma Council Of Blind National
12. Federation of Blind
13. NewView
14. United We Ride Council Meeting

Financial Status Report

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs

Agency Summary

	Budget	% of Total Budget	2016 Expenditures in FY 2016	2016 Expenditures in FY 2017	% Expended	Encumbrances	% Used
Personnel	74,150,703.72	49.9%	69,122,550.01	337,096.03	93.7%	59,452.78	93.8%
Travel	1,461,880.00	1.0%	1,227,328.64	88,417.68	90.0%	33,102.06	92.3%
General Operating	22,189,686.63	14.9%	16,455,038.56	1,367,563.62	80.3%	2,779,688.48	92.8%
Office Furniture & Equipment	2,804,753.00	1.9%	1,238,479.96	276,760.67	54.0%	398,860.18	68.2%
Client / General Assistance	40,081,691.00	26.9%	32,565,343.41	2,415,073.54	87.3%	2,258,427.77	92.9%
Indirect Cost	8,040,554.37	5.4%	8,041,128.25	0.00	100.0%	(573.88)	100.0%
Total	148,729,268.72	100.0%	128,649,868.83	4,484,911.54	89.5%	5,528,957.39	93.2%

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs						
Vocational Rehabilitation and Visual Services						
	Budget	% of Total Budget	2016 Expenditures in FY 2016	2016 Expenditures in FY 2017	% Expended	% Used
Personnel	26,400,370.72	34.8%	23,508,060.49	47,581.31	89.2%	89.2%
Travel	1,169,350.00	1.5%	999,530.54	78,573.49	92.2%	94.0%
General Operating	11,286,311.09	14.9%	7,977,309.91	770,470.50	77.5%	92.1%
Office Furniture & Equipment	2,152,419.00	2.8%	974,899.70	194,353.55	54.3%	72.8%
Client / General Assistance	31,426,191.00	41.5%	24,430,846.23	2,135,188.05	84.5%	91.1%
Indirect Cost	3,327,803.91	4.4%	3,328,377.78	0.00	100.0%	100.0%
Total	75,762,445.72	100.0%	61,219,024.65	3,226,166.90	85.1%	90.5%
Vocational Rehabilitation Grant						
	Budget	% of Total Budget	2016 Expenditures in FY 2016	2016 Expenditures in FY 2017	% Expended	% Used
Personnel	23,749,860.72	33.3%	21,152,269.68	31,421.08	89.2%	89.2%
Travel	1,144,400.00	1.6%	986,400.92	77,162.13	92.9%	94.7%
General Operating	10,478,421.89	14.7%	7,164,121.33	734,326.98	75.4%	90.4%
Office Furniture & Equipment	2,074,119.00	2.9%	947,906.88	193,952.20	55.1%	74.2%
Client / General Assistance	30,741,667.00	43.1%	24,103,725.91	2,085,330.39	85.2%	90.7%
Indirect Cost	3,088,795.11	4.3%	3,088,795.11	0.00	100.0%	100.0%
Total	71,277,263.72	100.0%	57,443,219.83	3,122,192.78	85.0%	90.1%

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs		Oklahoma School for the Blind					
	Budget	% of Total Budget	FY 2016 Expenditures in	FY 2017 Expenditures in	% Expended	Encumbrances	% Used
Personnel	5,391,891.00	68.7%	4,971,227.30	6,937.95	92.3%	0.02	92.3%
Travel	46,291.00	0.6%	33,963.34	1,096.27	75.7%	0.00	75.7%
General Operating	1,664,137.73	21.2%	1,309,894.24	115,950.66	85.7%	45,971.16	88.4%
Office Furniture & Equipment	198,280.00	2.5%	41,921.98	21,254.68	31.9%	0.00	31.9%
Client / General Assistance	94,000.00	1.2%	78,749.01	4,250.19	88.3%	0.00	88.3%
Indirect Cost	453,934.27	5.8%	453,934.27	0.00	100.0%	0.00	100.0%
Total	7,848,534.00	100.0%	6,889,690.14	149,489.75	89.7%	45,971.18	90.3%

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs						
Oklahoma School for the Deaf						
	Budget	% of Total Budget	FY 2016 Expenditures in	FY 2017 Expenditures in	% Expended	% Used
Personnel	6,792,363.00	67.6%	6,521,773.07	32,950.74	96.5%	0.04
Travel	37,239.00	0.4%	27,068.01	698.55	74.6%	194.64
General Operating	2,061,863.00	20.5%	1,640,201.85	157,363.55	87.2%	101,015.31
Office Furniture & Equipment	146,654.00	1.5%	67,525.28	15,799.47	56.8%	0.00
Client / General Assistance	421,500.00	4.2%	340,555.04	14,996.37	84.4%	21,949.40
Indirect Cost	590,561.00	5.9%	590,561.00	0.00	100.0%	0.00
Total	10,050,180.00	100.0%	9,187,684.25	221,808.68	93.6%	123,159.39

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs						
Disability Determination Division						
	Budget	% of Total Budget	2016 Expenditures in FY 2016	2016 Expenditures in FY 2017	% Expended	% Used
Personnel	29,234,237.00	64.1%	28,209,921.55	170,025.39	97.1%	97.1%
Travel	89,000.00	0.2%	62,333.26	4,565.15	75.2%	88.7%
General Operating	4,367,685.74	9.6%	3,325,147.26	171,971.73	80.1%	95.2%
Office Furniture & Equipment	140,000.00	0.3%	80,459.70	24,160.00	74.7%	74.7%
Client / General Assistance	8,140,000.00	17.8%	7,715,193.13	260,638.93	98.0%	100.0%
Indirect Cost	3,667,077.26	8.0%	3,667,077.26	0.00	100.0%	100.0%
Total	45,638,000.00	100.0%	43,060,132.16	631,361.20	95.7%	97.6%
					Encumbrances	0.04
					12,083.66	88.7%
					661,898.89	95.2%
					8.74	74.7%
					164,167.94	100.0%
					0.00	100.0%
					838,159.27	97.6%

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

All Programs

DRS Support Services

	Budget	% of Total Budget	FY 2016 Expenditures in	FY 2017 Expenditures in	% Expended	Encumbrances	% Used
Personnel	6,331,842.00	67.1%	5,911,567.60	79,600.64	94.6%	59,452.53	95.6%
Travel	120,000.00	1.3%	104,433.49	3,484.22	89.9%	195.49	90.1%
General Operating	2,809,689.07	29.8%	2,202,485.30	151,807.18	83.8%	322,869.39	95.3%
Office Furniture & Equipment	167,400.00	1.8%	73,673.30	21,192.97	56.7%	1,631.82	57.6%
Indirect Cost	1,177.93	0.0%	1,177.93	0.00	100.0%	0.00	100.0%
Total	9,430,109.00	100.0%	8,293,337.62	256,085.01	90.7%	384,149.23	94.7%

Department of Rehabilitation Services Financial Status Report FY 16

As of September 30, 2016

Personnel
Salary Expense
Insurance Premium -Health-Life, etc
FICA-Retirement Contributions
Inter/Intra Agency Payment for Personal Services
Travel
Travel - Agency Direct
Travel - Reimbursements
General Operating
AFP Encumbrances
Bond Indebtness and Expenses
Buildings-Purchase, Construction and Renovation
General Operating
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

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs Agency Summary

	% of Total		Expenditures	% Expended	Encumbrances	% Used
	Budget	Budget				
Personnel	77,889,030.00	54.0%	17,174,537.90	22.1%	60,111,200.68	99.2%
Travel	1,143,937.00	0.8%	138,627.20	12.1%	77,111.22	18.9%
General Operating	16,772,941.00	11.6%	2,520,612.52	15.0%	13,237,366.94	93.9%
Office Furniture & Equipment	1,470,406.00	1.0%	42,684.86	2.9%	5,168.37	3.3%
Client / General Assistance	38,508,736.00	26.7%	8,623,062.15	22.4%	28,174,691.52	95.6%
Indirect Cost	8,418,055.00	5.8%	1,951,645.15	23.2%	6,466,409.85	100.0%
Total	144,203,105.00	100.0%	30,451,169.78	21.1%	108,071,948.58	96.1%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs						
Vocational Rehabilitation and Visual Services						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	26,727,167.00	38.5%	5,791,029.13	21.7%	20,437,304.41	98.1%
Travel	947,082.00	1.4%	116,218.13	12.3%	33,742.25	15.8%
General Operating	7,366,449.00	10.6%	1,079,969.72	14.7%	6,470,155.33	102.5%
Office Furniture & Equipment	1,156,426.00	1.7%	20,708.50	1.8%	668.37	1.8%
Client / General Assistance	29,632,736.00	42.7%	6,848,724.94	23.1%	21,310,052.19	95.0%
Indirect Cost	3,508,920.00	5.1%	803,196.31	22.9%	2,705,723.69	100.0%
Total	69,338,780.00	100.0%	14,659,846.73	21.1%	50,957,646.24	94.6%

Vocational Rehabilitation Grant						
	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	24,476,276.00	37.2%	5,285,123.52	21.6%	18,692,187.02	98.0%
Travel	929,482.00	1.4%	112,728.07	12.1%	33,327.25	15.7%
General Operating	6,783,429.00	10.3%	997,021.91	14.7%	6,116,936.20	104.9%
Office Furniture & Equipment	1,148,726.00	1.7%	17,688.42	1.5%	668.37	1.6%
Client / General Assistance	29,146,667.00	44.3%	6,730,169.59	23.1%	21,065,672.59	95.4%
Indirect Cost	3,307,482.00	5.0%	751,637.56	22.7%	2,555,844.44	100.0%
Total	65,792,062.00	100.0%	13,894,369.07	21.1%	48,464,635.87	94.8%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs

Oklahoma School for the Blind

	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	5,092,597.00	70.3%	1,188,210.82	23.3%	3,904,826.71	100.0%
Travel	34,000.00	0.5%	5,010.70	14.7%	820.00	17.1%
General Operating	1,478,900.00	20.4%	205,661.76	13.9%	1,138,318.63	90.9%
Office Furniture & Equipment	112,380.00	1.6%	14,826.00	13.2%	4,500.00	17.2%
Client / General Assistance	85,000.00	1.2%	6,459.18	7.6%	0.00	7.6%
Indirect Cost	440,723.00	6.1%	110,659.59	25.1%	330,063.41	100.0%
Total	7,243,600.00	100.0%	1,530,828.05	21.1%	5,378,528.75	95.4%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs

Oklahoma School for the Deaf

	% of Total				Encumbrances	% Used
	Budget	Budget	Expenditures	% Expended		
Personnel	6,807,049.00	71.8%	1,545,293.01	22.7%	5,262,915.37	100.0%
Travel	16,000.00	0.2%	1,866.69	11.7%	50.00	12.0%
General Operating	1,742,724.00	18.4%	239,335.77	13.7%	1,272,720.85	86.8%
Office Furniture & Equipment	73,600.00	0.8%	3,143.33	4.3%	0.00	4.3%
Client / General Assistance	280,000.00	3.0%	47,340.11	16.9%	74,177.25	43.4%
Indirect Cost	564,728.00	6.0%	136,012.19	24.1%	428,715.81	100.0%
Total	9,484,101.00	100.0%	1,972,991.10	20.8%	7,038,579.28	95.0%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs Disability Determination Division

	% of Total		Expenditures	% Expended	Encumbrances	% Used
	Budget	Budget				
Personnel	32,625,980.00	66.6%	7,290,977.39	22.3%	25,332,643.95	100.0%
Travel	55,000.00	0.1%	11,671.17	21.2%	41,996.72	97.6%
General Operating	3,867,193.00	7.9%	654,538.46	16.9%	2,410,218.38	79.3%
Office Furniture & Equipment	40,000.00	0.1%	575.65	1.4%	0.00	1.4%
Client / General Assistance	8,511,000.00	17.4%	1,720,537.92	20.2%	6,790,462.08	100.0%
Indirect Cost	3,900,827.00	8.0%	901,164.60	23.1%	2,999,662.40	100.0%
Total	49,000,000.00	100.0%	10,579,465.19	21.6%	37,574,983.53	98.3%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

All Programs

DRS Support Services

	% of Total					
	Budget	Budget	Expenditures	% Expended	Encumbrances	% Used
Personnel	6,636,237.00	72.6%	1,359,027.55	20.5%	5,173,510.24	98.4%
Travel	91,855.00	1.0%	3,860.51	4.2%	502.25	4.7%
General Operating	2,317,675.00	25.4%	341,106.81	14.7%	1,945,953.75	98.7%
Office Furniture & Equipment	88,000.00	1.0%	3,431.38	3.9%	0.00	3.9%
Indirect Cost	2,857.00	0.0%	612.47	21.4%	2,244.53	100.0%
Total	9,136,624.00	100.0%	1,708,038.72	18.7%	7,122,210.77	96.6%

Department of Rehabilitation Services Financial Status Report FY 17

As of September 30, 2016

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

Personnel

Report

PERSONNEL ACTIVITY REPORT AS OF OCTOBER 31, 2016

FILLED AND VACANT POSITIONS									
Personnel Activity = 5 vacant positions filled / 41 positions in Announcement or Selection Process									
Division	Title/PIN	Date Vacated	Location	Begin date	End date	Ann. #	Action/Incumbent	Date Filled	
MSD	Training Specialist II / 0916	10/30/2015	MSD – HRD	9/16/2016	9/29/2016	17-020	App list sent	10/6/2016	
MSD	Training Specialist II / 0736	9/1/2016	MSD – HRD	10/17/2016	10/31/2016	17-027	Waiting for E-list		
FSD	Accountant II / 0596	6/30/2016	FSD	8/17/2016	8/30/2016	17-011	Ashley Neely	10/18/2016	
FSD	Budget Analyst III / 0983	8/27/2016	FSD	10/20/2016	11/3/2016	17-034	Currently open		
DDD	IS Applications Specialist / 1463,1464	New PINs	DDD	7/20/2016	Until Filled	17-005	Currently open		
DDD	Disability Medical Consultant / 1452, 1453, 1454, 1455, 1457, 1458, 1460	New Positions	DDD	8/2/2016	Until Filled	17-008	App list sent	8/30/2016	
OSB	Food service Specialist I / 0167	8/17/2016	OSB	9/12/2016	9/26/2016	17-018	App list sent	10/4/2016	
		10/5/2015							
		8/26/2016							
OSB	Direct Care Specialist II / 0638, 0465, 0795, 0954	9/1/2016	OSB	9/12/2016	9/21/2016	17-019	App list sent	10/4/2016	
OSB	Police Officer I / 0787	8/1/2016	OSB	10/17/2016	10/25/2016	17-030	App list sent	10/27/2016	
OSD	Administrative Assistant II / 0700	8/1/2016	OSD	7/14/2016	7/27/2016	17-004	Amy Russell	10/3/2016	
OSD	Speech/Language Pathologist / 0155	7/31/2016	OSD	8/23/2016	Until Filled	17-013	Currently open		
OSD	Fire Prevention/Security Officer I / 0733	4/11/2016	OSD	10/10/2016	10/24/2016	17-026	App list sent	10/28/2016	
OSD	Construction/Maintenance Technician II / 0154	10/6/2016	OSD	10/17/2016	10/31/2016	17-028	Waiting for E-list		
OSD	Construction/maintenance Operation Manager / 0007	10/6/2016	OSD	10/17/2016	10/31/2016	17-029	Waiting for E-list		

Division	Title/PIN	Date		Location	Begin date	End date	Ann #	Action/Incumbent	Date Filled
		Vacated							
VR	VR Specialist IV / 0540	6/30/2015		VR49 – Tulsa	11/2/2015	11/23/2015	16-060	App list sent 12/2/2015	
VR	VR Specialist IV / 1040	2/20/2015		VR18 – Muskogee	12/23/2015	1/12/2016	16-084	App list sent 1/15/2016	
VR	Assistive Technology Specialist IV / 0568	3/1/2016		VR – Statewide	4/13/2016	5/3/2016	16-124	App list sent 5/11/2016	
VR	Programs Field Rep / 0624	3/21/2016		VR09 – OKC	5/26/2016	6/15/2016	16-146	Melinda Bunch 10/3/2016	
VR	VR Specialist II / 0228	9/1/2015		VR67 – Tulsa	6/24/2016	7/7/2016	16-150	Marcy Hamilton 10/3/2016	
VR	Rehabilitation Technician III / 0756	3/1/2016		VR75 – Lawton	6/30/2016	7/20/2016	16-158	App list sent 8/1/2016	
VR	VR Specialist II / 0936	6/17/2016		VR67 – Tulsa	7/14/2016	7/27/2016	17-003	App list sent 8/4/2016	
VR	Rehabilitation technician III / 0962	5/12/2016		VR75 – Tahlequah	8/17/2016	9/6/2016	17-012	App list sent 9/14/2016	
VR	Rehabilitation Technician III / 0435	8/16/2016		VR95 – OKC	9/26/2016	10/10/2016	17-023	App list sent 10/17/2016	
VR	VR Specialist IV / 0958	10/3/2016		VR67 – Tulsa	9/28/2016	10/11/2016	17-024	App list sent 10/17/2016	
VR	Rehabilitation Technician III / 0490	9/29/2016		VR19 – OKC	9/28/2016	11/8/2016	17-025	Currently open	
VR	VR Specialist IV / 0016	12/1/2016		VR23 – OKC	10/20/2016	10/31/2016	17-037	Waiting for E-list	

Division	Title/PIN	Date Vacated	Location	Begin Date	End Date	Ann. #	Action/Incumbent	Date Filled
VS	VR Specialist III / 0942	5/31/2016	VS73 – OKC	7/14/2016	8/2/2016	17-002	Sabrina Stevenson	10/10/2016
VS	VR Specialist III / 0541	8/25/2016	VS64 – Tulsa	9/1/2016	9/14/2016	17-014	App list sent	9/23/2016
VS	Programs Manager II / 0260	2/8/2016	VS64 – Tulsa	9/1/2016	9/14/2016	17-015	App list sent	9/23/2016
VS	Library Technician II / 0027	12/31/2015	VS72 – OLBPH	9/1/2016	9/6/2016	17-016	App list sent	9/14/2016
VS	Programs Manager II / 0608	9/12/2016	To Be Determined	9/23/2016	10/3/2016	17-021	App list sent	10/13/2016
VS	VR Specialist IV / 0669	9/6/2016	VS69 – Weatherford	9/23/2016	10/13/2016	17-022	App list sent	10/20/2016
VS	VR Specialist III / 1033	10/3/2016	VS73 – OKC	10/19/2016	11/1/2016	17-032	Waiting on E-list	
VS	VR Specialist IV / 0522	5/1/2015	VS91 – Tulsa	10/19/2016	11/1/2016	17-033	Waiting for E-list	
VS	Rehabilitation of the blind Specialist III / 0652	10/1/2016	VS91 – Tulsa	10/20/2016	11/2/2016	17-035	Waiting for E-list	
VS	Rehabilitation of the Blind Specialist III / 0052	6/26/2015	VS58 – Ada	10/20/2016	11/2/2016	17-036	Waiting for E-list	

NOTE:
Waiting for HCM-9 = Waiting for HCM to return HCM-9's to inform if applicant meets minimum qualifications for position.
Waiting for E-List = Waiting to receive electronic applicant log from HCM.
Pending Approval= Waiting for unclassified appointments to be approved by director and cabinet secretary to establish an effective date

RESIGNATIONS/RETIREMENTS/SEPARATIONS = 3

SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

NONE

DIVISION OF VOCATIONAL REHABILITATION

NONE

VISUAL SERVICES DIVISION

NONE

OKLAHOMA SCHOOL FOR THE BLIND

NONE

OKLAHOMA SCHOOL FOR THE DEAF

Gordon, Joe – Construction/Maintenance Operations Manager, Resigned 10/6/2016 (3 years 7 months)
Gordon, Michael – Construction/Maintenance Technician II, Resigned 10/6/2016 (6 months)

DISABILITY DETERMINATION DIVISION

Smith, Christopher – Disability Determination Specialist I, Resigned 10/8/2016 (3 years 8 months)

CURRENT FTE STATUS FY 2017

FTE as of October 31, 2016

<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)	76.50	70.00	3.00	(1.00)	72.00
Vocational Rehabilitation	263.50	248.00	10.00	(3.00)	255.00
Visual Services	130.50	112.00	9.00	(2.00)	119.00
VR/VS-DP	2.00	1.00	0.00	(0.00)	1.00
Oklahoma School for the Blind	88.50	81.00	6.00	0.00	87.00
Oklahoma School for the Deaf	121.50	109.50	4.00	0.00	113.50
Total (NON-EXEMPT)	682.50	621.50	32.00	(6.00)	647.50
Disability Determination Division (EXEMPT)	370.00	344.50	9.00	0.00	353.50
TOTAL NON-EXEMPT & EXEMPT	1052.50	966.00	41.00	(6.00)	1001.00

FY 17 Budgetary FTE Limit = 1255

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

ROUTING TO: Noel Tyler, Director
 Cheryl Gray, Chief of Staff
 Kevin Statham, Chief Financial Officer
 Goli Dunkle, Division Administrator
 Tom Patt, Human Resources Program Director
 Dana Tallon, Public Information Manager II
 Carol Brown, Executive Assistant
 Rosemarie Chitwood, Secretary V
 Paul Adams, Division Administrator

Oklahoma Rehabilitation Council Report



Oklahoma Rehabilitation Council

Renee Sansom, Program Manager
September - October Quarterly Report

Activities

September

1. Program Manager met with the Policy and Legislative Committee, Program and Planning Committee and Transition Committee to follow up with goals and activities set for the FFY2017. Strategic Planning session was held on September 15th, 2016 at the Career Planning Center.
2. Program Manager met with 4 job seekers to conduct their success stories
3. Program Manager attended a WIOA and Workforce Partner meeting with Western Workforce Board.
4. Program Manager met with the Oklahoma Transition Council Timeline Committee several times to complete the timeline for parents, students and teachers.
5. Program Manager attended the RSA / WINTAC Meeting regarding WIOA law and changes with Mark Kinnison and Melinda Freundt.
6. Attended multiple conference calls regarding CSAVR and NCSRC. PM was included and attended conference calls for VR FC/PM's as well as the Oklahoma Transition Council.
7. Attended 3 Leadership sessions at OSU.
8. Met with Jody Harlan and Dana Tallon in regards to the Transition and Employment Committee on how to improve the partnership for transition on the website.
9. Attended half day of the RSA Technical Assistance visits that were held September 20th – 22nd in OKC.

October

1. Program Manager attended and participated in the Oklahoma Transition Institute held on October 3rd – 5th in Norman, OK.

Please visit the ORC web site: orc.okstate.edu



2. PM met with the Workforce Alumni Celebration Committee to continue progress with the event on November 17, 2016.
3. Program Manager attended multiple conference calls regarding CSAVR, NCSRC and Workforce. PM was included and attended conference calls for VR FC/PM's as well as the Oklahoma Transition Council
4. Presented ORC material at 2 Unit Meetings, both for VR
5. Program Manager attended the ABLE Tech Advisory Council Meeting.
6. Program Manager worked with the Oklahoma Transition Council, Timeline Committee in drafting a new updated version for the upcoming OTI to hand out to all teachers and parents.
7. PM attended the SILC quarterly meeting
8. PM has been working on the Annual report for ORC and continues to provide updates to OSU staff for the ORC website.
9. PM attended the OKC Mayor's Luncheon, which was funded by SILC for PM to attend.
10. Attended the Southern Workforce Board Meeting with Melinda Freundt, Alisa Estes and Chris Kennedy in Atoka, OK. 6
11. Program Manager met with ____2____ job seekers for success stories.
12. Program Manager has attended the conference calls for the Rehab Net Meetings
13. Continue to be a partner on the DRS Policy team
14. ORC has confirmed 1 new appointment from the Governor's office. One position is still waiting to be filled for the Workforce Development Board position on the council, which will be an individual chosen from the Governor's Council for Workforce and Economic Development by the Governor. They continue to gather a list of names. We now have a VR specialist vacancy from Melinda Bunch resigning from the council, but are awaiting approval from the Governor's office to appoint Mike Layne from VS in Ada to the council.

Please visit the ORC web site: orc.okstate.edu



15. ORC committees are beginning to work on their projects outlined in the strategic plan for the new FFY 17.

16. PM Attended 3 Leadership sessions at OSU.

Regular Meetings Attended:

- SILC Meeting
- ORC Strategic Planning Meeting
- ORC small committee meetings included with Strategic Planning Meeting
- ABLE Tech Advisory Council Meeting
- Oklahoma Transition Council Meetings
- PM/FC Quarterly Meetings with DRS
- Oklahoma Works Partners Meetings

Next ORC meeting will be held November 17th, 2016, 2016 at State Office;
2nd Floor from 9:30 – 12:00.

OSB

Report



OSB Quarterly Commission Report
Meeting Date
November 14, 2016

OSB has begun the year with many activities and events.

On September 21 four (4) students and their sponsor attended the Family Career and Community Leaders of America (FCCLA) Leadership Conference in McAlester. These students enjoyed the conference and were anxious to begin planning Star events.

On September 22 the elementary and middle school students went to the Silver Spur Ranch and had a fun filled day of riding, roping, fishing and eating. The students always enjoy their annual trip that is sponsored by the American Quarter Horse Association.

September 24 three (3) students and their sponsor attended a week of Space Camp in Huntsville, AL. They participated in robot programming, space flight simulating and other aspects of flight. This was a tremendous educational opportunity for these students.

On September 29 the middle school boys attended the Boys' Bash at Fort Gibson schools from 10:00 AM -Noon. The event addressed abstinence.

On October 4 the Orientation and Mobility (O & M) instructors and several students traveled to Tulsa for city bus travel. Also, Superintendent Rita Echelle and Principal Lynn Cragg attended the Annual American Printing House for the Blind (APH) and Council of Schools for the Blind (COSB) meetings in Louisville, Kentucky. Networking and informational meetings were an integral portion of the meeting as well as mandatory Ex Officio meetings.

On October 5 the high school students went to Oklahoma City to attend Manufacturing Day at NewView Oklahoma where employees with full vision work alongside those with visual impairments. OSB students were exposed to accessible manufacturing jobs during this tour. They were provided with hands-on and interactive opportunities with items in the manufacturing plant as well.

On October 6 the Pre-K through 2nd grades went to a presentation on fire safety at the fire department. After the presentation, students enjoyed a picnic lunch and time at a city park.

October 11 was White Cane Day at Arrowhead Mall in Muskogee. Information was disseminated concerning white canes and their significance. The OSB Jazz Band played a

Empower Oklahomans with Disabilities

selection of pieces. Several area politicians were in attendance. White Cane Day was spearheaded by Linda Graber. She worked very hard to ensure a successful event.

On October 26 our Special Olympians traveled to McAlester to participate in Special Olympics bowling. As always they had a great time and earned lots of ribbons. Also, the OSB Sophomores traveled to Indian Capital Technology Center (ICTC) to learn about the different career options offered at ICTC. In the evening, the annual Fall Carnival was held on campus. Students played games, went on hay-rides, listened to scary stories by the camp fire, jumped in the bounce houses, and had refreshments. There were many community volunteers to help ensure a successful carnival.

On October 31, Eastern Oklahoma School Psychologists met at OSB and discussed current best practices and shared information.

November began with Future Shock Career Day on November 3. The event was held from 12:35 PM to 3:15 PM. There were many great speakers that spoke to the students about their careers and a panel of former OSB students which spoke to the students about their careers and education as well as answered questions. Again, Linda Graber coordinated this informative event.

Interviews have been held for the hiring of one (1) Food Service Specialist and four (4) Direct Care Specialists. These positions should be filled in the near future.

The first nine weeks have been great! We have the holiday period coming up and look forward to an exciting second nine weeks of the 2016-2017 school year.

**Disability
Determination
Services
Administrator's Report**



Oklahoma Department of Rehabilitation Services

Disability Determination Services

www.okdrs.gov

Commission Report

November 14, 2016

- **Workload**

- Federal FY- 2016

Budgeted Workload (OK and EST)90825

Completed Workload (OK and EST).....92506

Processed Budgeted Workload (OK and EST).....102%

- Federal FY- 2017

Estimated Workload.....92867

- **Processing Time**

The mean processing time for Title II Initial Claims was 78.7 days. This was a decrease from FY 16 processing time by 8.6 days.

- **Quality**

As measured by the Social Security Administration’s (SSA) Office of Quality Performance, the Oklahoma DDS Decisional Accuracy for Initial Claims was 99.2% in FY 16*, once again ranking 2nd in the Nation. (*Most recent data available October through June)

- **Staffing and Funding**

- In 2016, Oklahoma received authorization to hire 32 full time staff for the DDS to handle Oklahoma cases, 4 full time staff for the EST Unit to assist other states, and 3 additional Medical Consultant staff. These hires and the funding provided by SSA bring an additional \$3.1 million to the Oklahoma economy.

- The current projections are for no full-time employment (FTE) hires in FFY 17. However, DDS is projecting to hire a class of 10

Empower Oklahomans with Disabilities

Disability Specialists through temporary/contract services, and 7 part-time Medical Consultants. The DDS is also positioning itself to bring on additional FTEs to meet workload demands should SSA funding be made available.

- The total projected budget for DDS is \$47.1 million in FFY 17.
- **Fraud, Waste, and Abuse**
 - The Oklahoma Cooperative Disability Investigations (CDI) (Fraud) Unit is a joint effort among OIG, SSA, State Attorney General, and the DDS to fight fraud, waste and abuse in the SSA disability program.
 - FFY16 total budget included \$464,635 to fund Oklahoma's CDI (Investigative Unit), which currently employs 6 Oklahoma citizens.
 - Allegations Received - 201
 - Cases Opened - 175
 - Cases Denied/Ceased - 152
 - FY 2016 SSA and Non-SSA Savings \$16 million.
- **Oklahoma Benefit Payments**

In calendar year 2015:

 - 90,906 disabled Oklahomans received Supplemental Security Income (SSI) payments. Of these, just over 17,000 were under the age of 18. The average monthly SSI payment is \$593.
 - 127,565 disabled Oklahomans received Social Security Disability Insurance benefits. The average monthly benefit is \$1121.
 - Over \$2.8 billion dollars in SSDI benefits and SSI payments were made to disabled Oklahomans. This figure excludes benefits to dependents and the financial impact of Medicare/Medicaid,

Respectfully Submitted

Brian Nickles, Interim Division Administrator
Disability Determination Services
Oklahoma Department of Rehabilitation Services

Commission

Minutes

**State of Oklahoma
Commission for Rehabilitation Services
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112
Regular Meeting Minutes
October 17, 2016**

PRESENT

Jack Tucker, Commission Chair
April Danahy, Commission Vice-Chair
Carol Brown, Commission Assistant

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 10:30 am by Commission Chair Tucker. Commissioner Tucker and Commissioner Danahy were present. Commissioner Collins was not present. Commissioner Collins is recuperating from a major surgery. A quorum was declared.

STATEMENT OF COMPLIANCE

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

INTRODUCTION OF GUESTS

There were no guests.

PUBLIC COMMENTS

Jeannie Massay, Oklahoma President of the National Federation of the Blind (NFB), asked to speak in regard to the Interim Director's report item concerning Oklahoma School for the Blind high school student's tour of NewView's manufacturing center on Manufacturing Day.

REPORTS

INTERIM DIRECTOR REPORT

Noel Tyler, Interim Director, was not in attendance. She was in a meeting with members of the Legislature at the Capital. Her report included Agency updates on Disability Determination Services; Oklahoma School for the Blind; Oklahoma School for the Deaf; the Rehabilitation Services Administration Technical Assistance on-site visit; Visual Services; Vocational Rehabilitation; and Cross-Agency or Community partnerships. Commissioner Tucker and Commissioner Danahy stated they had read her report and had no questions.

FINANCIAL STATUS REPORT

Commissioner Tucker recognized Paula Nelson, Budget Analyst, who gave the Financial Status Reports for FY16 and FY17 as of August 31, 2016. Finance is still able to keep client and student services at a priority.

PERSONNEL ACTIVITY

Commissioner Tucker recognized Tom Patt, Human Resources Programs Director, who gave the personnel activity report as of October 3, 2016. Current jobs posted are related to direct client services.

COMMUNICATIONS DIRECTOR REPORT

Commissioner Tucker recognized Jody Harlan, Communications Director. The report included Public Service Announcements; communications and marketing services for twenty-five agency programs; People with Disabilities Awareness Day; statistics on Agency projects; International awards; Oklahoma City Advertising Club's Addy Awards; and a brief video presentation of some of the award winning televised Public Service Announcements.

ACTION ITEMS

COMMISSION MEETING MINUTES FOR SEPTEMBER 12, 2016

Commissioner Tucker asked for review and discussion with possible vote to approve the September 12, 2016 Commission for Rehabilitation Services regular Meeting Minutes. Commissioner Tucker amended the minutes by adding the verbatim remarks by Paul Adams, Interim Visual Services Director, regarding the graduate students at the Oklahoma School for the Blind attending NewView.

Motion was made and seconded to approve the minutes as amended. Both Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE BLIND

Commissioner Tucker recognized Rita Echelle, Superintendent, to present the September, 2016 donation report for review and discussion with possible vote for approval.

Motion was made and seconded to approve the September, 2016 donations. Both Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE DEAF

Commissioner Tucker recognized Larry Hawkins, Superintendent, to present the September, 2016 donation report for review and discussion with possible vote for approval.

Motion was made and seconded to approve the September, 2016 donations. Both Commissioners voted in the affirmative. Motion passed.

NEW BUSINESS

None noted

ANNOUNCEMENTS

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

Monday, November 14, 2016 at 10:30 am
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, Oklahoma 73112

ADJOURNMENT

Meeting was declared adjourned by Commission Chair Tucker.

Respectfully submitted by Carol Brown

Legislative Report

DRS PROPOSALS FOR THE 2017 LEGISLATIVE SESSION

The 2017 legislative session will again be dominated by budget issues. As such, legislative leadership has encouraged agencies to focus their legislative proposals that will save the state money or at least not cost them more money. We sent out an email October 10th to senior staff asking for legislative proposals and received two recommendations that I would recommend you approve:

1. DDD - streamline the personnel approval process for new hires at DDD.

DDD is regularly contacted by SSA regarding our capacity to bring on new employees to expand DDD's capacity to address Oklahoma claims and our claims work for other states. Under the current state hiring process, it is difficult to meet SSA's deadlines on these new hires for Oklahoma. We would like to pursue legislation in cooperation with OMES to streamline the review and approval process.

2. Financial Services - Incorporate Limits Bill into Statute

Each year we request a limits bill (example attached) which is a series of mundane but important financial services and HR authorizations for the coming fiscal year. There are eight agencies that generally request such a bill because a substantial portion of their budget is federal FUNDS. Last year the legislature did not pass any limits bill as part of the budget agreement and OMES worked with us to avoid any immediate consequences. To avoid this problem in the future, we would like to try and incorporate some of this language into our statutes.

This year's legislative deadline for requesting bills for the 2017 session is December 9th. On your approval, I will be contacting potential house and senate authors.

OSB Donation Report

OSB Donation Report October 2016 Donations

Donations under \$500

Date	Name	Cash	Fund	Property	Value
10.11.16	Anonymous Donation	\$100.00	701 - Library		
10.17.16	Frank Dirksen	\$225.00	701 - Rec./Ed.		
10.25.16	Zeta Alpha ESA	\$25.00	701 - Rec.		
10.25.16	Liberty Braille	\$250.00	701 - Rec./Ed.		
10.25.16	Wal-Mart Checotah			Gift Card	\$20.00
10.25.16	Rita Echelle			Items for Fall Carnival	\$17.87
10.27.16	Paula Rogers	\$20.00	701 - Rec./Ed.		

**Subtotal of Cash (under \$500) donated Oct. 2016
Donations \$500 and over**

		\$620.00		Subtotal of Value	\$ 37.87
10.11.16	Charles & Marilyn Allred			Aladdin Rainbow Magnifier	\$1,000.00
10.12.16	ESA State Project Director		216 - Donation	6dot Braille Label Maker	\$749.00
10.27.16	OU Medical Center Children's Hospital	\$2,360.84			

**Subtotal of Cash (\$500 and over) donated In Oct. 2016
Total Donation Amts.-Cash and Property Oct. 2016**

		\$2,360.84		Subtotal of Value	\$ 1,749.00
		\$4,767.71			

OSD Donation Report

