**Oklahoma Commission for Rehabilitation Services**

**Department of Rehabilitation Services**

**Oklahoma Library for the Blind and Physically Handicapped**

**300 NE 18th Street**

**Oklahoma City, OK 73105**

**Regular Commission Minutes**

**February 11, 2019**

**PRESENT**

Emily Cheng, Commission Chair

Jace Wolfe, Commission Vice-Chair

April Danahy, Commission Member

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 10:30 am by Commissioner Cheng. 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.

**INTRODUCTION OF GUESTS**

There were no guests.

**REPORTS**

**WELCOME**

Commissioner Cheng recognized Kevin Treese, Oklahoma Library for the Blind and Physically Handicapped Program Manager. Kevin gave an overview of the library’s history and the current activities and programs available.

**DIRECTOR REPORT**

Commissioner Cheng recognized Melinda Fruendt. The report included review of Governor’s State of the State address; executive meetings; and updates on Process Improvement, case reviews and programs standards.

**PRIORITY GROUP UPDATE**

Commissioner Cheng recognized Tracy Brigham. She reported as of February 5th, 112 have been released from Priority Group I and there are currently 1,959 on the wait list.

**FINANCIAL STATUS REPORT**

Commissioner Cheng recognized Kevin Statham. He gave the Financial Status Reports for FY18 and FY19 as December 31, 2018.

**PERSONNEL ACTIVITY**

Commissioner Cheng recognized Tom Patt. He gave the personnel activity report as of January 25, 2019. The activity report also has current FTE status.

**LEGISLATIVE REPORT**

Commissioner Cheng recognized Kevin Nelson. He stated out of the 2,818 bills this session, there were thirteen (13) bills on our watch list. He gave updates on Senate Bills 75, 76, 77, 96,154,168, 174, 191, 321, 329, and 913; and House Bills 1979 and 2136.

**VISUAL SERVICES REPORT**

Commissioner Cheng recognized Tracy Brigham. Her report included new personnel; job fairs; staff training; and updates on the Transition program, Business Service Program, Business Enterprise Program, production and Administrator activities.

**VOCATIONAL REHABILITATION REPORT**

Commissioner Cheng recognized Ray Turner, reporting for Mark Kinnison. Mr. Kinnison’s report included work with the Disability Determination Services; and updates on personnel and staff meetings and training.

**STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)**

Commissioner Cheng recognized Sidna Madden. Her report included her work city, state and national meetings; and initiating work on the State Plan for Independent Living (SPIL) for 2020-2022.

**ACTION ITEMS**

**COMMISSION MEETING MINUTES FOR JANUARY 14, 2019**

Commissioner Cheng asked for review and discussion with possible vote to approve the January 14, 2019 Commission for Rehabilitation Services regular Meeting Minutes. Commissioner Cheng made a motion to accept the minutes with a change to the donation reports for the Oklahoma School for the Blind and Oklahoma School for the Deaf indicating Commissioner Wolfe, not Cheng, asked for the presentation of the report.

***Motion was made and seconded to approve the January 14, 2019 minutes, with the amendments to OSB and OSD’s donation reports to reflect Commissioner’s name is Wolfe. All Commissioners voted in the affirmative. Motion passed.***

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

Commissioner Cheng recognized Kevin Treese to present the January, 2019 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the January, 2019 donations. All Commissioners voted in the affirmative. Motion passed.***

**OKLAHOMA SCHOOL FOR THE BLIND**

Commissioner Cheng recognized Rita Echelle to present the January, 2019 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the January, 2019 donations. Both Commissioners voted in the affirmative. Motion passed.***

**OKLAHOMA SCHOOL FOR THE DEAF**

Commissioner Cheng recognized Larry Hawkins to present the January, 2019 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the January, 2019 donations. All Commissioners voted in the affirmative. Motion passed.***

**NEW BUSINESS**

Commissioner Cheng 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, March 11, 2019 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

State Office

3535 NW 58th Street

Oklahoma City, OK 73112

**ADJOURNMENT**

Commissioner Cheng adjourned the meeting.

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