**PERSONNEL ACTIVITY REPORT**

**AS OF February 22, 2019, 2019**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| FILLED AND VACANT POSITIONS | | | | | | | | | | | |
| Personnel Activity = 5 vacant positions filled / 32 positions in Announcement or Selection Process | | | | | | | | | | | |
| **Division** | | **Title/PIN** | **Date Vacated** | **Location** | **Begin date** | **End date** | **Ann. #** | **Action/Incumbent** | | | **Date Filled** |
| DDS | | Disability Determination Technician / 0116, 0205 | 11/02/2016  01/17/2018 | DDD | 11/21/2018 | 12/04/2018 | 19-032.2 | App list sent 12/10/2018 | | |  |
| FSD | | Accountant / 1062, 1063 | 09/29/2019, 12/01/2018 | FSD | 12/26/2018 | 01/10/2019 | 19-068 | App list sent 01/16/2019 | | |  |
| MSD | | Administrative Programs Office / 0242 | 01/05/2017 | MSD-PI | 01/09/2019 | 01/15/2019 | 19-072 | Tiffany Davis | | | 02/01/19 |
| MSD | | Human Resources Program Manager / 0953 | 12/31/2018 | MSD-VR32 | 01/09/2019 | 01/22/2019 | 19-073 | App list sent 01/23/2019 | | |  |
| MSD | | Material Management Specialist / 1060 | 11/13/2017 | MSD-CDS | 01/23/2019 | 02/08/2019 | 19-076 | App list sent 02/13/2019 | | |  |
| OSB | | Material Management Officer / 0476 | 01/23/2017 | OSB | 01/24/2019 | 01/30/2019 | 18-158.1 | App list sent 02/05/2019 | | |  |
| OSB | | Independent Living Instructor / 0233 | 12/31/2018 | OSB | 12/18/2018 | 01/09/2019 | 19-056.1 | App list sent 01/10/2019 | | |  |
| OSB | | Nursing Services Supervisor / 0851 | 02/07/2019 | OSB | 02/07/2019 | Until filled | 19-080 | Currently open | | |  |
| OSD | | Audiologist / 0466 | 08/01/2008 | OSD | 11/28/2018 | 12/26/2018 | 18-166.1 | App list sent 01/07/2019 | | |  |
| OSD | | Teacher / 0635 | 07/31/2018 | OSD | 06/27/2018 | Until filled | 18-174 | Katelynne Hull | | | 02/01/19 |
| OSD | | LPN II / 0549 | 01/24/2019 | OSD | 02/19/2019 | 03/04/2019 | 19-079 | Currently open | | |  |
| VR | | Vocational Rehabilitation Specialist /0202 | 01/08/2018 | VR18 – Muskogee | 6/1/2018 | 6/21/2018 | 18-128.1 | App list sent 07/05/2018 | | |  |
| VR | | Rehabilitation Tech / 0079 | 06/01/2018 | VR23-OKC | 01/25/2019 | 02/07/2019 | 18-151.1 | App list sent 02/13/2019 | | |  |
| VR | | Vocational Rehabilitation Specialist / 1040 | 02/10/2015 | VR13-McAlester | 08/24/2018 | 09/13/2018 | 19-022 | App list sent 09/18/2018 | | |  |
| VR | | Rehabilitation Technician / 0181 | 08/03/2018 | VR77-Miami | 02/22/2019 | 03/14/2019 | 19-048.1 | Currently open | | |  |
| VR | | Vocational Rehabilitation Specialist / 0939 | 09/10/2018 | VR02-Altus | 02/21/2019 | 02/27/2019 | 19-049.3 | Currently open | | |  |
| **Division** | | **Title/PIN** | **Date Vacated** | **Location** | **Begin date** | **End date** | **Ann. #** | **Action/Incumbent** | | | **Date Filled** |
| VR | | Vocational Rehabilitation Specialist / 0207 | 10/26/2018 | VR26-Claremore | 01/25/2019 | 2/22/2019 | 19-052.2 | Currently open | | |  |
| VR | | Rehabilitation Technician / 1031 | 12/01/2018 | VR66-Tulsa | 11/28/2018 | 12/11/2018 | 19-055 | App list sent 12/13/2018 | | |  |
| VR | | Vocational Rehabilitation Specialist / 0703 | 11/01/2018 | VR15-MWC | 01/24/2019 | 01/30/2019 | 19-058.1 | App list sent 02/05/2019 | | |  |
| VR | | Vocational Rehabilitation Specialist / 0846 | 11/08/2018 | VR22-Norman | 12/26/2018 | 01/15/2019 | 19-062 | App list sent 01/18/2019 | | |  |
| VR | | Vocational Rehabilitation Specialist / 0124 | 11/12/2018 | VR44-Stillwater | 12/26/2018 | 01/15/2019 | 19-063 | App list sent 01/18/2019 | | |  |
| VR | | Vocational Rehabilitation Specialist / 0073 | 08/13/2018 | VR13-McAlester | 02/21/2019 | 03/22/2019 | 19-064.1 | Currently open | | |  |
| VR | | Assistive Technology Specialist / 0085 | 04/01/2018 | VR66-Tulsa | 12/27/2018 | 01/25/2019 | 19-065 | App list sent 01/29/2019 | | |  |
| VR | | Rehabilitation Technician / 0095 | 11/21/2018 | VR47-OKC | 12/27/2018 | 01/11/2019 | 19-066 | App list sent 01/16/2019 | | |  |
| VR | | Vocational Rehabilitation Specialist / 0820 | 01/01/2017 | VR41-Ponca City | 01/23/2019 | 01/29/2019 | 19-075 | Rachel Brown | | | 02/08/19 |
| VS | | Rehabilitation of the Blind Specialist / 0652 | 8/4/2017 | VS91 – Tulsa | 12/13/2018 | 12/282018 | 18-118.3 | App list sent 01/07/2019 | | |  |
| VS | | Job Placement Specialist / 0167 | 7/9/2018 | VS64-Tulsa | 5/15/2018 | 5/29/2018 | 18-153 | App list sent 06/11/2018 | | |  |
| VS | | Rehabilitation of the Blind Specialist / 0754 | 10/01/2018 | VS71-Idabel | 02/11/2019 | 02/25/2019 | 19-043.1 | Currently open | | |  |
| VS | | Rehabilitation Technician / 0766 | 11/01/2018 | VS60-Lawton | 11/05/2018 | 11/21/2018 | 19-050 | Elisa Adams | | | 01/28/19 |
| VS | | Vocational Rehabilitation Specialist / 0367 | 10/15/2018 | VS64-Tulsa | 01/24/2019 | 02/06/2019 | 19-051.1 | App list sent 02/13/2019 | | |  |
| VS | | Programs Manager / 0260 | 11/01/2018 | VS64-Tulsa | 11/08/2018 | 11/21/2018 | 19-053 | Christopher Brannaman | | | 02/01/19 |
| VS | | Rehabilitation Technician / 0361 | 09/24/2018 | VS90-OKC | 12/27/2018 | 01/11/2019 | 19-069 | App list sent 01/16/2019 | | |  |
| VS | | Vocational Rehabilitation Specialist / 0612 | 11/19/2018 | VS59-Enid | 01/25/2019 | 02/13/2019 | 19-070.1 | App list sent 02/15/2019 | | |  |
| VS | | BEP Operations Coordinator / 1209 | 12/31/2018 | VS33-OKC BEP | 12/27/2018 | 01/15/2019 | 19-071 | App list sent 01/15/2019 | | |  |
| VS | | Rehabilitation Tech / 0789 | 01/11/2019 | VS73-OKC | 01/23/2019 | 02/06/2019 | 19-074 | App list sent 02/13/2019 | | |  |
| **Division** | | **Title/PIN** | **Date Vacated** | **Location** | **Begin date** | **End date** | **Ann. #** | **Action/Incumbent** | | | **Date Filled** |
| VS | | Vending Machine Tech / 1075 | 12/28/2018 | VS33-OKC BEP | 01/23/2019 | 02/06/2019 | 19-077 | App list sent 02/13/2019 | | |  |
| VS | | Business Manager / 0785 | 02/14/2019 | VS33-OKC BEP | 02/19/2019 | 03/04/2019 | 19-078 | Currently open | | |  |
| **NOTE:** | | 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 = 7

## SUPPORT SERVICES DIVISION (Executive/MSD/FSD)

none

## DIVISION OF VOCATIONAL REHABILITATION

none

## VISUAL SERVICES DIVISION

none

## OKLAHOMA SCHOOL FOR THE BLIND

Resigned = 3

1 = 6 years 11 months

1 = 8 days

1 = 2 years 8 months

## OKLAHOMA SCHOOL FOR THE DEAF

Resigned = 1

1 = 7 years 10 months

## DISABILITY DETERMINATION DIVISION

Discharge = 2

1 = 9 years   
1 = 20 years 3 months  
Resigned = 1

1 = 2 years 6 months

**CURRENT FTE STATUS**

**FY 2019**

*FTE as of February 22, 2019*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DIVISION** | **BUDGETED FTE** | **FILLED** | **PENDING** | **EXEMPT FTE** | **TOTAL FILLED PLUS PENDING MINUS EXEMPT FTE** |
| Support Services (Executive/MSD/FSD) | 76.00 | 66.00 | 3.00 | (0.00) | 69.00 |
| Vocational Rehabilitation | 244.50 | 219.50 | 13.00 | (6.00) | 226.50 |
| Visual Services | 123.00 | 102.00 | 10.00 | (1.00) | 111.00 |
| VR/VS-DP | 2.00 | 2.00 | 0.00 | (0.00) | 2.00 |
| Oklahoma School for the Blind | 91.50 | 87.50 | 3.00 | 0.00 | 90.50 |
| Oklahoma School for the Deaf | 124.00 | 110.50 | 2.00 | 0.00 | 112.50 |
|  |  |  |  |  |  |
| Total (NON-EXEMPT) | 661.00 | 587.50 | 31.00 | (7.00) | 611.50 |
|  |  |  |  |  |  |
| Disability Determination Division (EXEMPT) | 353.40 | 295.00 | 1.00 | 0.00 | 296.00 |
|  |  |  |  |  |  |
| TOTAL NON-EXEMPT & EXEMPT | 1014.4 | 882.5000 | 32.00 | (7.00) | 907.50 |
|  |  |  |  |  |  |
| FY 19 Budgetary FTE 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, Division Administrator

Tom Patt, Human Resources Program Director

Dana Tallon, Public Information Manager II

Carol Brown, Executive Assistant

Rosemarie Chitwood, Secretary V

Brett Jones, Public Information Officer III