**Oklahoma Commission for Rehabilitation Services**

**Department of Rehabilitation Services**

**3535 NW 58th Street**

**Oklahoma City, OK 73105**

**Regular Commission Minutes**

**March 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**

Commissioner Cheng recognized Charley Tipps, Visual Services Supervisor who introduced a new Rehabilitation Teacher, Belinda Thomas.

**REPORTS**

At this time, Commissioner Cheng took a moment to remember Larry Hawkins and his dedication to the agency and Oklahoma School for the Deaf.

**DIRECTOR REPORT**

Commissioner Cheng recognized Melinda Fruendt. She had remembrance of Larry Hawkins and his dedication to education. Her report included executive meetings; Workforce Innovation and Opportunity Act and Oklahoma Unified State Plan; recognition of the Tulsa Workforce as “Most Collaborative Partner of the quarter”; and updates on Communications, Process Improvement, Case review, Program Standards and Policy.

**PRIORITY GROUP UPDATE**

Commissioner Cheng recognized Mark Kinnison. He reported 197 have been released from Priority Group I, and 66 from Priority Group II.

**FINANCIAL STATUS REPORT**

Commissioner Cheng recognized Kevin Statham. He gave the Financial Status Reports for FY19 as January 31, 2019.

**PERSONNEL ACTIVITY**

Commissioner Cheng recognized Tom Patt. He gave the personnel activity report as of February 22, 2019. The activity report also has current FTE status.

**LEGISLATIVE REPORT**

Commissioner Cheng recognized Kevin Statham reporting for Kevin Nelson. He stated all of our bills SB 75, SB 76, SB 77, SB 95 and SB 321) are out of committee.

**OKLAHOMA REHABILITATION COUNCIL**

Commissioner Cheng recognized Carolina Colclosure. Her report included all of the national, state and local meetings she has attended. In the last year there have been 34 Success Stories. ORC is going to work with our Communications division, Field Coordinators to create one Success Story questionnaire that will get ORC the information for Success Stories and the Workforce Alumni Celebration Nominations.

**ACTION ITEMS**

**DRS ADMINISTRATIVE RULES**

Commissioner Cheng recognized Tina Calloway, who presented rules previously given to the Commission for review and discussion. She asked for any questions. Being none Commissioner Cheng made the motion to approve the rules as presented.

***Motion was made and seconded to approve the DRS Administrative rules as presented, with the amendments. All Commissioners voted in the affirmative. Motion passed.***

**COMMISSION MEETING MINUTES FOR FEBRUARY 11, 2019**

Commissioner Cheng asked for review and discussion with possible vote to approve the February 11, 2019 Commission for Rehabilitation Services regular Meeting Minutes.

***Motion was made and seconded to approve the February 11, 2019 minutes. All Commissioners voted in the affirmative. Motion passed.***

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

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

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

**OKLAHOMA SCHOOL FOR THE BLIND**

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

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

**OKLAHOMA SCHOOL FOR THE DEAF**

Commissioner Cheng recognized Lynn Hickman to present the February, 2019 donation report for review and discussion with possible vote for approval.

***Motion was made and seconded to approve the February, 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, April 8, 2019 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

3535 NW 58th

Oklahoma City, OK 73112

**ADJOURNMENT**

Commissioner Cheng adjourned the meeting.

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