

**Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services
Conducted by Video-Conferencing
Regular Commission Minutes
April 13, 2020**

Jace Wolfe, Commission Chair

Location: Office at Hearts for Hearing, 11500 N. Portland Ave, Oklahoma City, OK

Wes Hilliard, Commission Vice-chair

Location: Office at Simmons Bank, 1300 E. Main Street, Davis, OK

Emily Cheng, Commission Member

Location: Home

Carol Brown, Commission Assistant, location: State Office. 3535 NW 58th Street, Oklahoma City, OK

Sign Language Interpreters are provided for public accessibility

Tonya Garman: Location: Home

Hosts for ZOOM: Jonathon Cook and Mark Ferguson Location: Their home

PRESENT

Jace Wolfe, Commission Chair

Wes Hilliard, Commission Vice-Chair

Emily Cheng, 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.

INTRODUCTION OF GUESTS

There were none.

PUBLIC COMMENTS

None

REPORTS

DIRECTOR REPORT

Commissioner Wolfe recognized Melinda Fruendt. Her report included a remembrance of Carolyne Elizabeth Paradiso who worked at the Oklahoma School for the Deaf. She reported on how DRS is handling COVID-19 within each division, the schools and DDS. Director Fruendt commended all DRS staff on their embracing teleworking, maintaining safe distancing, and continuing to conduct business with clients, vendors and other staff. She also applauded the staff on their creative ways to maintain this level of productivity. She further stated, thankfully, no DRS staff members have tested positive for the COVID-19 virus.

All of the following reports were reported and presented to the Commission and were on the OKDRS website three (3) working days prior to the meeting. There were no questions or comments by the Commissioners.

PRIORITY GROUP UPDATE

Mark Kinnison, Vocational Rehabilitation Director reported, as of April 6, Priority Group I had 231, Priority Group II had 1,171, and Priority Group III had 127 for a total of 1,529.

FINANCIAL STATUS REPORT

Kevin Statham, Chief Financial Officer, reported the Financial Status Reports for FY20 as of February 29, 2020.

PERSONNEL ACTIVITY REPORT

Tom Patt, Human Resources Director reported on the personnel activity report as of March 20, 2020. The activity report also has current FTE status.

LEGISLATURE REPORT

Kevin Nelson, DRS Legislative Liaison reported on the FY2020 Legislative session requests.

OKLAHOMA SCHOOL FOR THE DEAF

Chris Dvorak, Superintendent of the Oklahoma School for the Deaf reported on the comprehensive school-wider program put in place in response to COVID-19 and procedures follow per State Department of Education announcement of physical closure of schools.

COMMUNICATIONS DIVISION REPORT

Jody Harlan, Communications Director reported on the results of the People with Disabilities Awareness Day March 10, 2020; COVID-19; telework and accessibility; renovation of conference rooms; and update on other functions of the Communications Division.

ACTION ITEMS

COMMISSION MEETING MINUTES

Commissioner Wolfe asked for possible vote to approve the March 9, 2020 Commission for Rehabilitation Services regular Meeting Minutes.

Motion was made and seconded to approve the March 9, 2020 minutes. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA LIBRARY FOR THE BLIND AND PHYSICALLY HANDICAPPED

Commissioner Wolfe reviewed the March, 2020 OLBPH donation report, reported by Kevin Treese, OLBPH Program Manager, for possible vote for approval.

Motion was made and seconded to approve the March, 2020 OLBPH donations. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE BLIND

Commissioner Wolfe reviewed the March, 2020 OSB donation report, reported by Rita Echelle, Superintendent, for possible vote for approval.

Motion was made and seconded to approve the March, 2020 OSB donations. All three Commissioners voted in the affirmative. Motion passed.

OKLAHOMA SCHOOL FOR THE DEAF

Commissioner Wolfe reviewed the March, 2020 OSD donation report, reported by Chris Dvorak, Superintendent, for possible vote for approval.

Motion was made and seconded to approve the March, 2020 OSD donations. All three Commissioners voted in the affirmative. Motion passed.

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, April 13, 2020 at 10:30 a.m.

Oklahoma Department of Rehabilitation Services

State Office

3535 NW 58th Street

Suite 200

Oklahoma City Ok 73112

ADJOURNMENT

Commissioner Wolfe adjourned the meeting.

Respectfully submitted by Carol Brown, Assistant to the Commission