

**COMMISSION MEETING MINUTES**  
**January 24, 2025**  
**9:30 a.m.**

**Commissioners Present in Person:** Jacqueline Aaron, Ellen Buettner, Jeffrey Cartmell, Jonathan Hall, Jason Hicks, Kalie Kerth, Keith Reed, John Schneider, Mike Warren

**Commissioners Attending Virtually:** None

**Guests Present In-person and Virtually:** Cierra White (OCCY PPB), Mitch Sutter (OCCY PPB), Jami LeDoux (Oklahoma Human Services), Keith Howard (OKCare), Amanda Kirby (Oklahoma's Credit Union), Tammy Killman (Oklahoma Credit Union), Jackie Shawnee (Oklahoma State Department of Health)

**Staff Present:** Annette Wisk Jacobi, Mark James, Lakesha Mackie, Rob Agnew, Payton Marr, Brittany Gassner, Ellen Hardy, Marcia Johnson, Caitlin Merritt, Isabel Rodriguez, Danielle Dill, Cherra Taylor, Mahboob ul Haq, Amoreena Killough

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**Welcome, Introductions, and Determination of Quorum**

– *Chairperson John Schneider*

- Chairperson John Schneider called the meeting to order at 9:34 a.m. with a quorum present.
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**Public Comment**

– *Chairperson John Schneider*

- No public comment.
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**Review of the Minutes of the January 24, 2025, Commission Meeting**

– *Chairperson John Schneider*

Judge Warren moved to approve the minutes. Commissioner Cartmell seconded the motion. All members present voted in the affirmative. The motion passed.

- *A handout was provided.*
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**OCCY Parent Partnership Board (PPB) Report**

– *Mitch Sutter, Parent Partnership Board Member*

- Mitch Sutter shared his personal experiences overcoming substance abuse and

rebuilding family life. Highlights included:

- Emphasized the role of collaboration among judicial systems, law enforcement, treatment providers, and community organizations.
  - Commissioners commended Mitch Sutter's advocacy work.
- *A handout was provided.*
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### **Presentation and Approval of OCCY Finance Report**

– *Mahboob ul Haq, OCCY Business Manager*

- Mr. ul Haq provided updates on financial status, including budget utilization and cash balances.
  - Commissioner Cartmell moved to approve the OCCY finance report. Commissioner Warren seconded the motion. All members present voted in the affirmative. The motion passed.
- *A PowerPoint presentation was shown.*
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### **Presentation: Oklahoma's Credit Union and OCXY Youth Banking Partnership**

– *Tammy Killman, AVP Member Experience, Oklahoma's Credit Union*

Tammy Killman's presentation highlights included:

- Over 50 accounts have been opened for youth transitioning into adulthood, along with financial literacy education.
  - The credit union is opening accounts for youth with an initial \$5 deposit at no cost to the youth and waiving the \$25 checking account fee.
  - Commissioners expressed strong appreciation for the credit union's commitment.
- *Handouts were given.*
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### **Formal Adoption of Oklahoma Commission on Children and Youth Rule Changes**

*By Oklahoma Commission on Children and Youth Commissioners*

– *Marcia Johnson, OCCY Legislative Liaison*

Highlights from the presentation included:

- The proposed rule amendments clarify the authority of the Oklahoma Commission on Children and Youth with respect to approving and monitoring freestanding multidisciplinary child abuse teams. The proposed amendments add definitions and provide procedures for annual reviews and site visits incorporating peer reviews to determine the functioning of freestanding multidisciplinary teams. The proposed amendments clarify the collection of freestanding multidisciplinary team data, including

- individual responsibilities and the use of a secure database.
  - According to Assistant Attorney General Sandra Balzer, this agenda item complies with the Open Meetings Act.
  - During the January 17, 2025, public hearing, OCCY staff did not engage with the two speakers who represented Child Advocacy Centers.
  - Commissioners requested more time to review in the future.
  - Commissioner Warren moved to approve the rule changes. Commissioner Aaron seconded the motion. Judge Warren, District Attorney Hicks and Commissioners Aaron, Schneider, Hall and Kerth voted in the affirmative. Director Cartmell, Commissioner Reed and CEO Buettner voted to abstain. The motion passed.
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**Presentation: Legislative Update**

– *Marcia Johnson, OCCY Legislative Liaison*

Marcia Johnson presented a legislative update, highlights and key bills, including:

- HB1574 restores the ability of OJSO to make routine inspections of privately operated children and youth facilities that receive state/federal funding.
  - HB1581 would move the administration of FSMDTs from OCCY to an entity “identified as a nationally accredited association of Children’s Advocacy Centers.” All the funds appropriated by the legislature into the Child Abuse Multidisciplinary Account, which is passed through Oklahoma Human Services, would go to this accredited association.
  - HB1863 clarifies the duties of FSMDTs and requires that the teams utilize a secure database for entering case review information.
  - HB2892 clarifies the authority of the Executive Director of OCCY to request an investigation of certain cases by OSBI.
- *A handout was provided.*
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**Presentation of a Resolution Celebrating the Legacy of Dr. Stephen Grissom**

– *Chairperson John Schneider, OCCY Commission Chairperson*

- Mark James, Assistant Director for OCCY, recognized Dr. Grissom’s contributions to juvenile justice. Dr. Grissom passed away on January 10, 2025. Dr. Grissom was a pioneer in Oklahoma’s juvenile justice system. Dr. Grissom developed and implemented behavioral treatment programs throughout the state’s juvenile training schools. Mark James worked with Dr. Grissom for over 30 years at one Office of Juvenile Affairs (OJA) facility. In recognition of Dr. Grissom’s decades of service, OCCY prepared a formal Resolution of Remembrance for Dr. Grissom.
  - Commissioner Reed moved to approve the Resolution for Dr. Stephen Grissom. Judge Warren seconded the motion. All members present voted in the affirmative. The motion passed.
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**Presentation: Update on Governor's Child Welfare Task Force**

– Jami Ledoux, Chief of Innovation, Oklahoma of Human Services

- Discussed expanding resources, strengthening family engagement, and improving foster care support.
  - *A handout was provided.*
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**Presentation: Update on Governor's Helping Every Life and Parent Task Force**

– Jackie Shawnee, Chief of Staff, Oklahoma State Department of Health

- Jackie Shawnee presented an overview of programs supporting expectant mothers and newborns. Key initiatives include the Oklahoma LIFE Website and Pregnancy Resource Navigators.
  - *A handout was provided.*
  - *A PowerPoint presentation was shown.*
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**Director's Report: Regarding the Agency Activities and Personnel Changes**

– Annette Wisk Jacobi, Executive Director

Director Jacobi provided the following information:

- She introduced Mr. Richard Yahola as OCCY's first Juvenile Competency Evaluation Program Coordinator. Mr. Yahola comes to OCCY from the Department of Rehabilitative Services.
  - She stated the OCCY attended their Senate and House budget hearings. The members were engaged. No negative feedback was received.
  - She asked that commissioners sign a card for Dr. Bob Block as he is in hospice care. Dr. Block was Oklahoma's first board-certified Chief Child Abuse Examiner and participated for many years on Oklahoma's Child Death Review Board. His contributions to child abuse prevention and treatment in this state and nation are significant.
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**Announcements**

– Commissioners

- Commissioner Kerth shared that Custer & Washita Counties have officially been awarded a designation as a Family Resource Center and are hiring a new Executive Director.
  - Director Cartmell stated that Oklahoma Human Services is in the process of hiring a new Child Welfare Director.
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**Chairperson Comments**

– *Chairperson John Schneider*

- Chairperson Schneider commended the commissioners for their dedication and engagement.
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**Adjournment**

– Chairperson John Schneider

- Chairperson John Schneider adjourned the meeting at 11:43 a.m.