

COMMISSION MEETING MINUTES
September 19, 2025
9:30 a.m.

Commissioners Present in Person: Ellen Buettner, Melinda Fruendt, Jason Hicks, Kalie Kerth, Bryan Larison, Timothy Michaels-Johnson, John Schneider, Luann Schmiedel, Hannah Whipp, and Jonathan Hall

Commissioners Attending Virtually: W. Mike Warren¹

Guests Present In-person and Virtually: Colleen Howe and Ciera White (OCCY Parent Partnership Board), Heather Poole (Assistant Attorney General), Lacey McCause (Fathers Empowered Circle of Care), and Janelle Bretten (Oklahoma Office of Juvenile Affairs)

Staff Present: Annette Wisk Jacobi, Rob Agnew, Ellen Hardy, Cherra Taylor, Mahboob ul Haq, Richard Yahola, Mark James, Amoreena Kilough, Shelbi Tatarian, Keith Pirtle, Joseph McGrath, Isabel Rodriguez-Castaneda, Tina Pendergraft, Elizabeth Kaup, Elly Kohs, Brooke Laws, Andrew Long, and Brittany Gassner

Welcome, Introductions, and Determination of Quorum

– *Chairperson John Schneider*

- Chairperson John Schneider called the meeting to order at 9:30 a.m. with a quorum present.
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Public Comment

– *Chairperson John Schneider*

- No public comment.
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Discussion and Possible Vote Regarding the Minutes of June 20, 2025, Commission Meeting

– *Chairperson John Schneider*

Director Fruendt moved to approve the minutes. Commissioner Kerth seconded the motion. All members present voted in the affirmative. The motion passed.

¹ Judge Warren was not able to attend in person as he had planned, so he joined virtually. However, the Open Meeting Act requires that the agenda must state that names and locations of commissioners joining virtually. Because this information was not included on the agenda, Judge Warren did not count towards quorum or participate in the meeting.

- *Copies of the minutes were provided.*
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Presentation of the OCCY Parent Partnership Board 2025-2026 Vision and Action Plan
– *Colleen Howe, OCCY Parent Partnership Board (PPB) Member*

Colleen Howe presented PPB vision plan and shared her personal experiences related to Oklahoma's child-serving systems. Some of the information provided included:

- PPB is available to assist agencies and organizations review policies and proposals.
- PPB members can serve on workgroups and present at training and community events.
- Ms. Howe shared her story about her struggles with postpartum depression and the effects on her entire family.
- Ms. Howe provided statistics regarding postpartum depression including that
 - Only 54% of new mothers in Oklahoma were screened for postpartum depression between 2016 and 2019.
- Ms. Howe's call to action is for every system that interacts with mothers of newborns and infants to proactively engage mothers to determine their needs and assist in finding appropriate resources.

- *Copies of the action plan were provided.*
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Discussion and Possible Vote Regarding the Finance Report
– *Mahboob ul Haq, OCCY Business Manager*

Mahboob ul Haq presented an overview of the year-to-date (YTD) finance report as of August 31, 2025. Some of the information provided included:

- The total annual budget for State Fiscal Year (SFY) 2026 is \$5.8 million.
- 53% of the YTD budget has been utilized or 9% of the total budget.
- Nearly 95% of the SFY 2025 budget was utilized for personnel.
- The total cash balance, including carryover from SFY 2024 and SFY 2025, is \$815,828.89.

Director Fruendt moved to approve the finance report. District Attorney Hicks seconded the motion. All members present voted in the affirmative. The motion passed.

Discussion and Possible Vote Regarding the State Fiscal Year 2027 OCCY Budget Request
– *Mark James, OCCY Assistant Director*

Mark James presented the budget request for SFY 2027. Highlights of his presentation include:

- State appropriations in the previous couple of years were \$3.1 million.

- OCCY will request an additional \$1.63 million in state appropriations for SFY 2027 for the following ranked items/activities.
 - \$342,252.67 for operational costs (rent, state car, copiers, supplies, etc.)
 - \$261,677 for salary revisions for existing staff
 - \$492,816 for a director and two investigators for the Office of Juvenile Systems Oversight
 - \$45,000 for additional juvenile competency evaluations
 - \$56,333 for program evaluations and reports performed by The Educational Training, Evaluation, Assessment and Measurement at the University of Oklahoma (OU E-TEAM)
 - \$110,858 for an Endowment Developer
 - \$110,858 for a full-time Tulsa County Post Adjudication Review Board Coordinator
 - \$100,000 for expansion of the Children of Incarcerated Parents (CIP) Mentoring Program
 - 110,585 for a CIP Coordinator
- The additional funds will help the agency maintain core services and support existing programs as required by statute.

Director Fruendt moved to approve the budget request for State Fiscal Year 2027. Commissioner Whipp seconded the motion. All but one of the members present voted in the affirmative. CEO Buettner abstain from the vote. The motion passed.

- A PowerPoint presentation was shown.
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Discussion and Possible Vote to Elect the Following Commission Officer: Secretary
– Chairperson John Schneider

Chairperson Schneider stated that Commissioner Hall accepted the nomination to serve as the Commission's secretary.

District Attorney Hicks moved to approve Commissioner Jonathan Hall as the Commission's secretary. Commissioner Buettner seconded the motion. All members present voted in the affirmative. The motion passed.

Discussion and Possible Vote Approving Fully Credentialed Candidates in Accordance with OAC 135:10-26-3 and Recommended by the OCCY Juvenile Competency Professional Committee: Sonya L. Cornwell, Ph. D

– Richard Yahola, OCCY Juvenile Competency Coordinator

Richard Yahola presented the following candidate for final approval for full credentialing as a juvenile competency evaluator:

- Sonya Cornwell, Ph.D., previously approved as a provisional candidate during the June 20, 2025, Commission meeting, has completed the required evaluations.
- The Juvenile Competency Professional Committee has approved Dr. Cornwell for full

credentialing and has recommended that the Commission approve her status as a fully credentialed evaluator.

Commissioner Larison moved to approve Dr. Cornwell to be a fully credentialed juvenile competency evaluator. Commissioner Kerth seconded the motion. All but one of the members present voted in the affirmative. Commissioner Michaels-Johnson abstained from the vote. The motion passed.

- Copies of Dr. Cornwell's CV were provided.
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Discussion and Possible Vote Regarding the Proposed Status of the Freestanding Multidisciplinary Teams for 2026

– Brittany Gassner, Freestanding Multidisciplinary Teams (FSMDT) Program Manager

Brittany Gassner presented an overview of the FSMDTs and provided a list of teams deemed as functioning or provisionally functioning team based upon their annual review. Highlights of the information shared included:

- The FSMDTs are comprised, by statute, of a prosecutor, law enforcement officer, child protective service worker, medical provider with child maltreatment experience, a licensed mental-health professional, and an FSMDT team coordinator.
- The district attorney's support is required before a team can be established and has six months (from January to July) to create the team and its processes.
- An FSMDT cannot be established in the same county as a child advocacy center with the exception of Oklahoma County.
- Oklahoma is the only state that has two different types for multidisciplinary teams that are statutorily required and funded.
- Ms. Gassner presented at the American Professional Society on the Abuse of Children 32nd Annual Colloquium about Oklahoma's FSMDT model.
- Ms. Gassner concluded her presentation by requesting that 43 FSMDTs be approved for functioning status, with three of those being approved for *provisional* functioning status. A list of the FSMDTs and their status was provided to the commissioners.

Commissioner Michaels-Johnson noted that the list of FSMDTs included those with provisional standing, and it appeared that they were to receive funding for Calendar Year (CY)2026. Ms. Gassner stated that they should not have been included on the list for funding. They will be eligible for funding in CY 2027.

Commissioner Michaels-Johnson moved to approve the 43 Freestanding Multidisciplinary Teams in accordance with their status on the list with the correction stating the funding for the provisionally functioning eligible teams is for calendar year 2027. District Attorney Hicks seconded the motion. All members present voted in the affirmative. The motion passed.

- A Powerpoint presentation was shown and a list of the prospective teams was provided.
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Discussion and Possible Vote Approving of Candidates for the Child Abuse Training and

Coordination Council: District Attorneys Council – Jennifer Austin; National Association of Social Workers – Bonni Goodwin

– Brittany Gassner, FSMDT Program Manager

Ms. Gassner presented two candidates to represent organizations on the Child Abuse Training and Coordination Council (CATCC).

Commissioner Whipp moved to approve the nominees for the Child Abuse Training and Coordination Council. District Attorney Hicks seconded the motion. All members present voted in the affirmative. The motion passed.

- Copies of relevant CATCC statutes and administrative rules and the nominees' resumes were provided.

Presentation and Discussion of the Post-Adjudication Review Board 2025 Annual Recommendations

– Keith Pirtle, OCCY Post-Adjudication Review Board (PARB) Program Manager

Keith Pirtle presented an overview of PARB and the recommendations approved by the State Post-Adjudication Review Advisory Board. Highlights of the presentation included:

- Local PARBs are comprised of volunteers who monitor active deprived cases and make recommendations to the presiding judges and child welfare staff.
 - During SFY 2024, 291 volunteer members conducted 2,526 foster care reviews and logged a total of 7,027 volunteer hours.
 - There are 40 local PARBs in 22 of the 26 judicial districts throughout the state.
 - The State Post-Adjudication Review Advisory Board consists of 23 statutorily required members appointed by the Governor. It provides oversight and support to the PARB program in partnership with OCCY.
 - SFY 2024 annual recommendations included:
 - Supporting House 2030 which, if passed, would increase payments to foster parents.
 - Reducing time to initiate services and improve the quality of supportive services, particularly mental health services, to families engaged with the child welfare system.
 - Remove barriers that create challenges for foster youth to participate in the Oklahoma's Promise Scholarship Program.
 - Support the efforts of child welfare and other court partners in modernizing Oklahoma's approach to Individual Services Plans (ISP).
- A Powerpoint presentation was shown.

Presentation of the Director's Report Regarding Agency Activities and Personnel Changes

– Annette Wisk Jacobi, OCCY Executive Director

Director Jacobi thanked Assistant Director Mark James and Business Manager Mahboob ul Haq for their work on the SFY 2027 budget request. She also thanked the Office of Planning and Coordination staff and the Parent Partnership Board members for their presentations at an interim study that was conducted earlier in the week.

Chairperson's Remarks

– *Chairperson John Schneider*

Chairperson Schneider thanked the Commissioners for attending.

Announcements: An Opportunity for Commissioners to Provide Brief Information about Events/Happenings

– Chairperson John Schneider

- There are no announcements.
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Adjournment

– *Chairperson John Schneider*

- District Attorney Hicks motioned to adjourn the meeting. Commissioner Michaels-Johnson seconded the motion. The meeting adjourned at 11:22 a.m.