

Oklahoma Commission for Rehabilitation Services
Department of Rehabilitation Services
3535 NW 58th Street, Suite 200
Oklahoma City, OK 73112
Special Meeting
October 31, 2018

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 Commission Chair Cheng. A quorum was established.

STATEMENT OF COMPLIANCE

The Commission Assistant confirmed the Commission for Rehabilitation Services is in compliance with the Open Meetings Act.

DISCUSSION WITH POSSIBLE VOTE ON INSTRUCTIONS FOR MOVING FORWARD WITH THE DIRECTOR INTERVIEW PROCESS

Commissioner Cheng made a motion “the Commission is to directly interview all four (4) applicants who have currently applied for the director position at the November 5, 2018 regular commission meeting in Executive Session and they are to be notified in writing of the interview schedule, and all names will remain anonymous”.

Motion was made and seconded to pass the motion to interview all four (4) applicants at the November 5, 2018 regular meeting in Executive Session, and to notify them in writing of the interview schedule with all names remaining anonymous. Commissioners voted in the affirmative. Motion passed.

Commissioner Cheng made a motion “for the gracious services of the previously voted upon members of the Interview Panel to be respectfully declines since the Commission will interview all four (4) applicants. The Commission will notify the Interview Panel in writing of this and extends it gratitude to the Interview Panel for being willing to assist and appreciates their flexibility.”

Motion was made and seconded to pass the motion for the gracious services of the Interview Panel and to notify them in writing of the Commission’s gratitude. Commissioners voted in the affirmative. Motion passed.

DISCUSSION WITH POSSIBLE VOTE ON THE PROCEDURE FOR INTERVIEWING THE DIRECTOR POSITION APPLICANTS AT THE NOVEMBER REGULAR MEETING.

Commissioner Cheng made the motion “All four (4) applicants of the director position to be notified, in writing, the interviews will take place during the Executive Session at the November 5th regular commission meeting.”

Motion was made and seconded to pass the motion for all four (4) applicants of the director position to be notified, in writing, the interviews will take place during the Executive Session at the November 5th regular meeting. Commissioners voted in the affirmative. Motion passed.

Commissioner Cheng made the motion to “Have an agenda item on the November 5, 2018 meeting agenda to vote in open session if a director is hired.”

Motion was made and seconded to pass the motion to have an agenda item on the November 5, 2018 meeting agenda to vote in open session if a director is hired. Commissioners voted in the affirmative. Motion passed.

ADJOURNMENT

Motion was made, seconded and all three Commissioners voted in the affirmative to adjourn.

Meeting was declared adjourned by Commissioner Cheng.

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