



## MINUTES OF THE DVIS BOARD MEETING

**August 26, 2025 @ 11:30 a.m.**

**Moran Family Counseling Center – 3124 E. Apache Street - Tulsa, Oklahoma**

### WELCOME & INTRODUCTIONS:

Barbara Knowlton, president of the DVIS board of directors, welcomed everyone to the board meeting. The agenda was posted on the front door 24 hours before the meeting. After determining that a quorum had been established, Barbara called the meeting to order at 11:37 a.m. Two new directors, Chelsea Herring and Jeff Snodgrass, were in attendance, and they each introduced themselves.

Board of Directors present include:

Barbara Abercrombie (0)	Rosemary Harris (0)	Barbara Knowlton (0)
Belinda Butler (0)	Don Henderson (0)	Jeff Paden (0)
Michael Chromy (0)	Chelsea Herring (0)	Jeff Snodgrass (0)
Heather Earhart (0)		

DVIS board directors not present:

Brittani Jones (1)	Robert Ream (1)	Cynthia Simmons Taylor (1)
Quincy Jones (1)	Dina Schultz (1)	Rhiannon Thoreson (1)

No Emeritus Board members were present.

DVIS staff and Interns attending were:

Margaret Black	Tracey Lyall	Lindy Whorton
Samantha Dunkin	Rose Turner	Cathy Wilkie
Amy Hossain		

### MISSION MOMENT:

Barbara Knowlton introduced Annie Bast, DVIS education and outreach coordinator, to present the Mission Moment. Annie provided a brief description of her position and duties at local schools, the county jail, and within the broader Tulsa community. Annie presented an animated video that uses a cup of tea as an allegory to discuss consent in various situations related to consensual intimate relationships. She took questions and moderated a brief discussion afterwards.

### CONSENT AGENDA:

The following consent agenda items were distributed in advance of the meeting for consideration and possible approval:

- [Minutes](#) - June 24, 2025, Board Meeting
- [Human Resources](#) – Sabbatical Policy, revised
- [Human Resources](#) – Succession Plan, revised

## MOTION – Consent Agenda:

Don Henderson moved to approve the consent agenda items. Heather Earnhart seconded the motion, which was carried unanimously.

## EXECUTIVE COMMITTEE REPORT:

Barbara Knowlton circulated committee sign-up sheets and reminded the directors that they are required to participate in at least one committee as part of their board commitment. She noted that several committees have chairperson vacancies, including the Education and Outreach, Program, and Audit committees.

She noted that the Executive Committee plans to reschedule the established meeting time, but nothing has been confirmed. She reminded Directors that the new member orientation is scheduled for six hours on September 19. All directors were invited, and new members are required to attend.

Barbara noted that the best practices ad hoc committee has determined that the DVIS board is meeting all expected requirements, and the committee will be paused until further notice.

## GOVERNANCE COMMITTEE REPORT 2025-2026 ELECTIONS:

Barbara reviewed the list of new nominees for the DVIS Board of Directors as follows and requested a motion from the Board to approve the proposed nominees.

### New Members:

Josh Showman, City of Tulsa Police Department

Mike Thornberry, Community Advocate

Kimee Wind-Hummingbird, National Tribal Child Welfare Center for Innovation & Advancement

## MOTION – New Member Nominees:

Barbara Abercrombie made the motion to approve the Election of the 2025-2026 New Board Members. Michael Chromy seconded the motion. The motion carried unanimously.

## CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey Lyall reported that emeritus board member and attorney, Erica Dorwart, reviewed the federal grant documents from HUD. She recommended a few changes to continue implementing the Rapid Re-Housing grants during the new award cycle. DVIS will make these adjustments based on her suggestions and adhere to these new federal guidelines. Tracey announced that DVIS will have a decrease in the Victims of Crime Assistance (VOCA) award this year. However, it is minimal in comparison to past VOCA reductions.

Tracey announced an unanticipated and undesigned bequest that was received from George Krumme, a long-time supporter of DVIS. She also noted that another unanticipated gift was received, this time from a civil case where an assault survivor did not wish to have the settlement funds and requested that they be awarded to DVIS.

Tracey reported that she attended several stakeholder meetings with local philanthropy organizations. Tracey requested that, as DVIS continues its fundraising efforts, board directors

interested in participating should notify her of organizations where they have an established relationship, so that meetings can be coordinated that include board member support.

Tracey summarized the Criminalized Survivor's Justice Act and noted that relief hearings have begun in Tulsa County. She stated that the hearings have become heated, similar to re-trying the cases. She noted that Margaret Black, vice president of clinical services, served as an expert witness in the first survivor relief hearing, which was not in Tulsa County. She emphasized that DVIS does not plan to provide expert testimony in Tulsa County cases due to the possible conflict of interest with the Tulsa District Attorney's office.

Tracey noted that hosting "Chats with Tracey" has been a great way for her to get to know front-line staff and learn about day-to-day duties at the agency. She reminded the Board that this was implemented from the culture survey suggestions. In addition, all Executive Team members are attending team meetings throughout the organization so that they are more accessible to all employees.

## COMMITTEE REPORTS:

### FINANCE COMMITTEE REPORT:

Michael Chromy, finance committee chairman, described the annual review of the investment strategy and performance with the Trust Company of Oklahoma. He reported that DVIS is doing well with the benchmarks set by the Trust Company, which are based on DVIS' investment policy. He noted that the finance committee suggested reviewing the investment policy. Lindy Whorton, chief financial officer, will propose any updates per recommendations from the Trust Company.

Michael reported that for the twelve months ended and for June '25, there were losses. The budget for the twelve months ended anticipated a loss. However, it resulted in a positive variance. The positive variance for the fiscal year was due to salaries, taxes, benefits, and client assistance being less than budgeted, which was due to vacancies in several departments and due to reimbursable grants, that were not spent according to the budget. The cash position at the end of the period decreased due to grants that ended in June that needed to be spent.

Michael reported that for July, there were earnings. The budget for the one month anticipated a loss, thus resulting in a positive variance in July that was due to unbudgeted contributions, and salary, taxes, and benefits that were less than budgeted. Cash increased for the period due to an unanticipated bequest donation. Lindy noted that this unexpected donation will be set aside and placed into a restricted investor fund to be used instead of the line of credit. Just as the line of credit would be reimbursed, the investor fund will be reimbursed when used.

Lindy reported that the finance committee reviewed and revised the financial policies at the last meeting. Barbara Knowlton identified and reported further corrections to the policy revision, and the financial policies update was postponed for further review. No vote was taken.

Lindy briefly reviewed the grant total comparison chart and the FY'26 grant status report.

### HUMAN RESOURCES COMMITTEE REPORT:

Barbara Knowlton, human resources committee chair, reviewed the report provided in the board packet. She noted staffing trends for June through mid-August and reviewed progress on the employee benefits transition.

Amy, chief human resources officer, stated that she is tracking employee training without automated support, and she is trying to streamline this process due to audit reporting needs. Rose Turner, chief administrative officer, added that the Oklahoma Attorney General's office has scheduled an audit of the Human Trafficking program and that DVIS is currently responding to documentation requests for that audit. Tracey explained that most of the employee training is specific to domestic violence and sexual assault, which makes it difficult to access pre-packaged options through common HR training providers.

### DEVELOPMENT COMMITTEE & COMMUNICATIONS REPORT:

Cathy Wilkie, chief development officer, encouraged the Board to bring attendees to the next Discovering DVIS lunch and learn session, scheduled on September 16. She referenced several upcoming fall events, including the Tulsa Area United Way's Day of Caring. Over 100 employees from six area businesses will be volunteering at DVIS on the Day of Caring.

Cathy emphasized that DVIS is connecting with many local foundations to share updates and challenges. She requested the board's help in connecting with these foundations and encouraged members to create or maintain relationships with these types of organizations.

### OTHER BUSINESS:

Board directors were reminded that if they have not already done so, they should submit their annual agreement forms to Samantha Dunkin as soon as possible.

Barbara reminded the board to promptly respond to meeting notices and attendance inquiries.

### NEW BUSINESS:

There was no new business discussed.


### ADJOURNMENT:

#### MOTION - Adjournment:

Jeff Snodgrass moved to adjourn the meeting. Rosemary Harris seconded the motion, which was carried unanimously.

The board meeting was adjourned at approximately 12:30 p.m.

Minutes submitted by Samantha Dunkin, Executive Assistant

  
Barbara Knowlton, Board President