



MINUTES OF THE DVIS BOARD MEETING

December 2, 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 11:33 a.m.

Board of Directors present include:

Belinda Butler (1)	Brittani Jones (2)	Josh Showman (0)
Michael Chromy (0)	Barbara Knowlton (0)	Jeff Snodgrass (1)
Heather Earhart (2)	Jeff Paden (0)	Cynthia Simmons Taylor (1)
Don Henderson (0)	Dina Schultz (1)	Mike Thornberry (1)
Chelsea Herring (0)		

DVIS board directors not present:

Barbara Abercrombie (2)	Robert Ream (4)	Kimee Wind-Hummingbird (2)
Rosemary Harris (1)	Rhiannon Thoreson (3)	

No Emeritus Board members were present.

DVIS staff and Interns attending were:

Bayli Scruggs	Rose Turner	Cathy Wilkie
Amy Hossain	Lindy Whorton	Carey Wood
Tracey Lyall		

CONSENT AGENDA:

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

- [Minutes](#) - October 28, 2025 Board Meeting
- [Human Resources](#) - Disciplinary Process Policy, Revised
- [Human Resources](#) - In-Kind Donations Policy, Revised

MOTION – Consent Agenda:

Jeff Snodgrass moved to approve the consent agenda items. Jeff Paden seconded the motion, which was carried unanimously.

EXECUTIVE COMMITTEE REPORT:

Barbara Knowlton announced that during the last Executive Committee meeting, the committee received updates on legislative work and the status of an ongoing legal matter involving a vendor.

Barbara announced that DVIS received a \$1 million gift from the estate of George Krumme. This gift was in addition to the amount that was received in July 2025.

Barbara reported that the CEO has noted a possible conflict of interest between a DVIS employee who also provides counseling services through an external organization to which she was unknowingly referred.

Barbara reminded the attendees that an upcoming retirement party is scheduled for Lindy Whorton, chief financial officer, and that Carey Wood, controller, will transition into the role of Chief Financial Officer, effective December 28.

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey Lyall, chief executive officer, reviewed the status of April Wilken's survivors' justice act hearing, noting that a recent motion to remove the Tulsa County DA from the case was denied. Attorneys for Wilkens will continue pursuing re-sentencing through the Court of Appeals. Tracey also noted that another local re-sentencing hearing for Kim Parago began on December 2.

Tracey announced that QuikTrip has recently pledged a \$50,000 donation and will provide holiday gift cards to DVIS employees.

Tracey advised that the attestation documents related to family planning and contraception that were going to be required of all providers receiving grants under the Victims of Crime Act (VOCA) have been paused.

Tracey announced that the Mayor's Commission on Domestic Violence is planning to create a domestic violence fatality review board in Tulsa. This will require state legislative action to establish details, such as record acquisition and confidentiality standards. There is concern that the Oklahoma Attorney General's (OAG) office may not have the capacity to implement or to oversee the local board.

Tracey announced that new HUD funding is available, including \$1.7 million set aside for domestic violence transitional housing for the 2026-2027 fiscal year. HUD has transitioned the purpose of rapid re-housing support to transitional housing, requiring recipient agencies to serve as master leaseholders at properties where clients will be housed. Additional requirements include that clients work or train for at least 40 hours per week while they are housed, and that the program lasts 12 months per case. These requirements have created many questions that are still being pursued.

COMMITTEE REPORTS:

AUDIT COMMITTEE REPORT:

Mike Thornberry, chair of the audit committee, discussed the draft Eide-Bailey financial audit, which was provided to the board for review prior to the meeting.

After review of the draft at their last meeting, the audit committee recommended that the Board approve the Financial Audit Draft dated 06/30/2025.

Mike noted that DVIS is also required to have a compliance audit; however, Eide-Bailey has been informed of some pending new guidance from the Financial Accounting Standards Board (FASB) and they prefer to wait until that new guidance is issued before releasing our compliance audit. Since grant issuers request receipt of DVIS's audit reports by December 31, a letter has been requested from Eide-Bailey indicating to potential grantors that new guidance is not yet available, and that the deadline for issuing the guidance is March 31, 2026.

MOTION – Financial Audit:

Michael Chromy moved to approve the 6/30/25 Financial Audit. Don Henderson seconded the motion, which was carried unanimously.

FINANCE COMMITTEE REPORT:

Lindy Whorton, chief financial officer, presented the financial report and noted that for the four months ended October 31, 2025, the organization recorded a loss. However, in October, there were earnings. The budget for the four-month period ending resulted in a positive fiscal-year variance, primarily due to the timing of event funds, higher fees from reimbursable grants, and savings from salaries and benefits. Lindy noted that budget revisions will be prepared for review at the Board meeting in February.

Lindy briefly reviewed the grant report, noting that most new grant applications were funded by private sources.

Lindy advised that the finance committee reviewed the capital reserve fund request details for \$24,332.27 that were provided in the board packet. These are incidental items necessary for facility maintenance that were unanticipated and were not budgeted. The finance committee recommended approval of the distribution of \$24,332 from the capital reserve fund managed by Trust Company of Oklahoma.

MOTION –Capital Reserve Fund Request

Heather Earnhart moved to approve the request to use Capital Reserve Funds as listed in the document provided in the board packet. Don Henderson seconded the motion, which was carried unanimously.

RISK MANAGEMENT COMMITTEE REPORT:

Barbara Knowlton reviewed the risk management committee report provided in the board packet. She noted that the third quarter typically shows a rise in incidents; however, this quarter, multiple reports were caused by repeated incidents with a particular client.

HUMAN RESOURCES COMMITTEE REPORT:

Amy Hossain, chief human resources officer, briefly reviewed the human resources report provided in the board packet. She highlighted staffing vacancies, training, and the turnover rate. She noted that two new policies are being drafted: a parental/caretaker leave policy and a policy on running for and/or holding public office.

DEVELOPMENT COMMITTEE & COMMUNICATIONS REPORT:

Cathy Wilkie, chief development officer, referred to the details provided in the Board packet and encouraged sharing DVIS Facebook posts. She also highlighted a few upcoming events.

OTHER BUSINESS:

There was no other business discussed.

NEW BUSINESS:

There was no new business discussed.

ADJOURNMENT:

MOTION - Adjournment:

Belinda Butler moved to adjourn the meeting. Jeff Paden seconded the motion, which was carried unanimously.

The board meeting was adjourned at approximately 12:34 p.m.

Minutes submitted by Amy Hossain, Chief Human Resources Officer.



Barbara Knowlton, Board President