



MINUTES OF THE DVIS BOARD MEETING

April 28, 2026 @ 11:30 a.m.

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

WELCOME & PRESENTATIONS:

Barbara Knowlton, president of the DVIS board of directors, welcomed everyone in attendance. Prior to calling the meeting to order, the Board welcomed the following guest speakers:

- Steve Kunzweiler, Tulsa County District Attorney (Incumbent), presented his background, education, and campaign platform for re-election.

Mr. Kunzweiler departed the meeting at 11:44 a.m.

- Colleen McCarty, Candidate for Tulsa County District Attorney, presented her background, education, and campaign platform.

Ms. McCarty departed the meeting at 11:58 a.m.

CALL TO ORDER:

After determining that a quorum had been established, Barbara Knowlton called the meeting to order at 11:59 a.m. The agenda was posted on the front door 24 hours before the meeting.

Board of Directors present include:

Michael Chromy (0)
Heather Earhart (3)
Don Henderson (1)
Chelsea Herring (0)
Brittani Jones (2)

Barbara Knowlton (0)
Jeff Paden (1)
Robert Ream (4)
Dina Schultz (1)
Josh Showman (1)

Jeff Snodgrass (1)
Cynthia Simmons Taylor (1)
Rhiannon Thoreson (3)
Kimee Wind-Hummingbird (3)

DVIS board directors not present:

Barbara Abercrombie (3)
Belinda Butler (3)

Rosemary Harris (2)
Quincy Jones (7)

Mike Thornberry (3)

No Emeritus Board members were present.

DVIS staff and Interns attending were:

Bayli Scruggs
Margaret Black
Amy Hossain

Tracey Lyall
Rose Turner
Carey Wood

Cathy Wilkie
Samantha Dunkin

CONSENT AGENDA:

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

- [Minutes](#) - February 24, 2026, Board Meeting
- [DVIS 2025-2029 Strategic Plan](#)
- [Program](#) - Program Quality Improvement Policy, revised
- [Program](#) - BIP Service Philosophy, Curriculum, and Victim Safety Policy, revised
- [Audit](#) - Audit Statement of Work (Engagement Letter) - Basic Financial Statements
- [Audit](#) - Audit Statement of Work (Engagement Letter) - 401 (k) Plan Financial Statements
- [Audit](#) - Audit Statement of Work - 990 Exempt/Nonprofit

MOTION – Consent Agenda:

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

EXECUTIVE & GOVERNANCE COMMITTEE REPORT:

Barbara referred to the status of an ongoing legal claim against a DVIS vendor. Tracey Lyall, chief executive officer, noted that a deposition was held the previous month and went well. Heather Earnhart, president-elect, whose firm is representing DVIS in the case, stated that she believes the vendor's counterclaim will be dismissed.

Barbara briefly reviewed other executive committee meeting topics, including the Strategic Plan approved on the consent agenda, potential federal funding losses, fundraising events, and the upcoming Slate of Officers for the next fiscal year.

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey Lyall described the tour and discussion with the Tulsa Area United Way panel that visited in April, and thanked Rosemary Harris, vice-president, for attending the presentation. Tracey noted that with a grant writer in place, DVIS has been able to submit more grant requests recently. Although the Office on Violence Against Women (OVW) has not offered any grant solicitations this year, one application was just awarded for direct client assistance costs. DVIS will continue to watch for additional hopeful signs that federal grant funds will soon be released for pending awards and that solicitations will be offered.

Tracey announced a recent multi-year grant that was awarded from the Office on Victims of Crime that will provide services to victims of human trafficking. The grant is nearly \$1M and will be shared among four other human trafficking prevention providers in Oklahoma.

Tracey described legislative visits to the state Capitol focused on bills that would adversely impact survivors and those that would strengthen protections for them. She noted that with the help of a lobbyist, a more consistent stream of funding for human trafficking prevention and services was made. That included a \$2.25M appropriation to be distributed among the four Oklahoma-certified programs.

Tracey explained that DVIS had been working with a consultant for the past few months, who was provided by the George Kaiser Family Foundation. The consultant was initially asked to consider ways to streamline and reduce waitlists for the Abusive Partner Intervention Program. But as she continued her review, Tracey requested that she consult with the outpatient, safe-housing, and legal-advocacy programs. She was also asked to take a deeper dive into DVIS revenue streams and funding outlook. Her final report and work will end in early May. Barbara Knowlton requested details on the court system referral process and entry to the Batterer's Intervention Program. Margaret stated that there is a waiting list for these programs, but some of the consultant's recommendations have already been implemented, making the waitlist much more manageable.

AUDIT COMMITTEE REPORT:

Carey Wood, chief financial officer, reported that the audit and finance committees met with representatives from Eide Bailly to review the Statements of Work, formerly called "Engagement Letters," for the two audits, and the Form 990 that were approved on the consent agenda at the start of the meeting.

FINANCE COMMITTEE REPORT:

Carey briefly reviewed the March 31, 2026, financial statements, noting a positive variance for the nine months ended March 31, 2026, but a loss for the month of March. The positive variance for the fiscal year was primarily due to savings in salaries and benefits. She stated that cash at the end of the period increased due to two specific grant payments that were received.

Tracey reviewed the potential loss of federal funding outlined in a graph provided in the board packet. She emphasized that these grants have not yet been released for applications, but in prior years, this process would already have been underway. She emphasized that DVIS will seek to extend the remaining funds allotted in the previous fiscal year through these grants until reapplications can be made. Tracey has plans to discuss and advocate for the release of these grant applications with local federal legislators. She added that there has still been no response to the Later In Life grant that DVIS applied for earlier this fiscal year.

Michael Chromy, treasurer and finance committee chair, described the investment planning discussion at the committee's last meeting and emphasized that the potential loss of federal funding was considered. He noted that the proposed Trust Company of Oklahoma plan places the fund on a lower-fee basis and that the fund has a historical return of 11%. From the amount available for the investment, a six-week reserve should be withheld to facilitate emergency access. However, the Trust Company investment funds within the proposed account are also easily accessible if needed. He stated that the finance committee agreed to propose that the

DVIS Board approve retaining a six-week cash reserve in the DVIS investment bank account and to invest \$1,350,000 in the Trust Company Capital Fund account.

MOTION – Investment Account:

Jeff Snodgrass moved to approve the proposed reserve account and the investment of \$1,350,000 in the Trust Company of Oklahoma Capital Fund account. Rhiannon Thoreson seconded the motion, which was carried unanimously.

PROGRAM COMMITTEE REPORT:

Rose Turner, chief administrative officer, reported that the recent recertification audits by the Oklahoma Attorney General’s (OAG) office for the Human Trafficking (HT) and the Batterer’s Intervention (BIP) programs returned compliance scores of 82% for HT and 94% for BIP. Each program must score at 100% to be certified, and plans of correction, as included in the board packet prior to the meeting, were submitted to the OAG. The OAG’s follow-up visit is scheduled for August.

Rose referred to the plan of correction in response to the biannual audit of Medicaid billing conducted by the Department of Mental Health and Substance Abuse Services (DMH), and that it was included in the board packet prior to the meeting and submitted to the DMH.

Barbara Knowlton referred to two policies, approved on the day’s consent agenda, that were discussed during the last program committee meeting. She noted that one policy combines the Program Quality Improvement plan and the annual Program Evaluation policy, which Ashley Henson, Vice President of Quality and Systems Improvement, will discuss further at the next board meeting.

HUMAN RESOURCES COMMITTEE REPORT:

Amy Hossain, chief human resources officer, briefly reviewed the report that was included in the meeting packet. She announced that benefits reconciliation was complete and highlighted improvements in the attrition rate and attendance at all-staff meetings. She reminded directors that the next meeting of the Human Resources committee is on May 4.

DEVELOPMENT COMMITTEE & COMMUNICATIONS REPORT:

Brittani Jones, board secretary and fundraising committee chair, announced that donations for the bar cart sponsored by the DVIS Board of Directors were running low and reminded the attendees to support their gift-in-kind contribution to The Monarch Ball. She thanked the Board members for their support and described several activities that were planned for the event.

Cathy Wilkie asked the attendees to sign thank-you notes and circulated cards for that purpose. She announced that the current pre-event total for The Monarch Ball had just met the projected goal. Cathy continued her report with a brief overview of additional fundraising successes and referred to the communications and volunteer reports that were included in the Board packet. She emphasized that the Associate Board is actively recruiting new members at this time.

OTHER:

There was no other business discussed.

NEW BUSINESS:

Carey Wood referred to the Federal Tax Form 990 for fiscal year 2025 (07/01/2024-06/30/2025) that was sent to the board for review via email the day before. She explained that the Form 990 had been received that day from the Eide Bailly team and was due for submission prior to the next DVIS board meeting. Given this timing, she requested that the Board consider it for approval, as it normally would have been included on the consent agenda. Barbara Knowlton requested a motion from the Board to approve the Federal Tax Form 990 for fiscal year 2025.

MOTION –Federal Tax Form 990

Heather Earnhart moved to approve the 2025 Federal Tax Form 990 issued by Eide Bailly. Brittani Jones seconded the motion, which was carried unanimously.

ADJOURNMENT:

MOTION - Adjournment:

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

The board meeting was adjourned at approximately 12:39 p.m.

Minutes submitted by Samantha Dunkin, Executive Assistant.



Brittani Jones, Board Secretary