



MINUTES OF THE DVIS BOARD MEETING

August 25, 2026 @ 11:30 a.m.

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

WELCOME & CALL TO ORDER:

President of the Board of Directors, Heather Earnhart, welcomed everyone to the meeting. Heather officially called the meeting to order at 11:30 a.m., after determining that a quorum had been established. The agenda was posted on the front door 24 hours before the meeting.

In addition to greeting new FY'27 Board Directors, the Board also introduced the newest intern from Leadership Tulsa, Veronica Rojas-Sotelo.

Board of Directors present included:

Barbara Abercrombie (0)	Rosemary Harris (0)	Dina Schultz (0)
Sharon Bertram (0)	Don Henderson (0)	Josh Showman (0)
Scott Bonnallie (0)	Jeff Herbers (0)	Jeff Snodgrass (0)
Michael Chromy (0)	Chelsea Herring (0)	Cynthia Simmons Taylor (0)
Heather Earhart (0)	Barbara Knowlton (0)	Mike Thornberry (0)
Amanda Hanus (0)	Jeff Paden (0)	

DVIS board directors not present:

Barrow, Trey (1)	Robert Ream (1)	Kimee Wind-Hummingbird (1)
Belinda Butler (1)	Rhiannon Thoreson (1)	

No Emeritus Board members were present.

DVIS staff and Interns attending were:

Veronica Rojas-Sotelo (LT)	Rose Turner	Cathy Wilkie
Amy Hossain	Lindy Whorton	Samantha Dunkin
Tracey Lyall	Carey Wood	

CONSENT AGENDA:

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

- [Minutes](#) – June 23, 2026 Board Meeting
- [Human Resources](#) – Form 5500
- [Human Resources](#) – Succession Plan, revised
- [Human Resources](#) – Adjusted Work Schedule Policy
- [Human Resources](#) – Public Office Policy

MOTION – Consent Agenda:

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

CHIEF EXECUTIVE OFFICER'S REPORT:

Tracey Lyall, chief executive officer, referred to the grant status report provided in the meeting packet for a detailed list of pending grant applications. She noted that, unfortunately, the Abuse in Later Life (ALL) grant was denied this cycle; however, DVIS will continue to apply each time the grant becomes available. DVIS requested the score sheet for the ALL grant to support the next application. The HUD Continuum of Care grant, which DVIS applied for last month, was vacated because another state opposed the regulations. DVIS scored very well in the local ranking process for this application, with scores of 96% and 100%. For now, DVIS will continue under the current grant award guidelines for Rapid Rehousing instead of transitioning to master leases as HUD had required in the vacated grant.

Tracey will work with any interim legislation study that DVIS is invited to participate in, as these studies help write future legislation. Several studies related to domestic violence are currently scheduled prior to this year's legislative session. Senator Gillespie of Broken Arrow will meet with the George Kaiser Family Foundation and DVIS regarding a study that she is coordinating.

Tracey announced that DVIS received a 100% score during the certification review by the Oklahoma Attorney General's office for the Human Trafficking and Abusive Partners Intervention Programs. This process occurs every three years.

Since DVIS facilities have aged beyond the ten-year mark, Tracey requested that the Board re-establish the property committee to review and consult on maintenance needs and suggest reliable vendor contacts. She noted that DVIS has only one maintenance employee, and this individual will also sit on the committee as an advisor. In addition to the property committee, sign-up sheets for all DVIS Board Committees were circulated among attendees. It is anticipated that this committee will meet on a quarterly basis.

FINANCE COMMITTEE REPORT:

Jeff Herbers, finance committee chair, briefly reviewed the June 30, 2026 preliminary financials prepared before adjusting entries. He noted losses for the 12 months ended and for June. While the budget anticipated a loss for these periods, the deficits were lower than expected, resulting in a positive variance. Income and expenses were both below budget because salaries, taxes, benefits, and client assistance were below budget for reimbursable grants. Cash at period-end decreased because several grant reimbursements were delayed.

Jeff reported that for July, a loss resulted in a negative variance primarily due to the timing of budget versus actual expenditures on property insurance and event venue costs. Cash position increased at the end of the period.

The staff provided the Board with a list of the proposed use of Capital Reserve Funds in advance and included it in the meeting packet. Tracey Lyall clarified that the listed line item for the purchase of couches was for counseling offices that coordinate with the existing furnishings, not furniture for client assistance. Heather Earnhart asked the Board for a motion to approve the proposed use of the Capital Reserve Funds.

MOTION – To Approve Proposed Use of Capital Reserve Funds:

Jeff Snodgrass moved to approve the proposed Use of Capital Reserve Funds in the amount of \$23,219.30 as listed. Don Henderson seconded the motion, which was carried unanimously.

HUMAN RESOURCES COMMITTEE REPORT:

Barbara Knowlton, committee co-chair, noted that the Human Resources Committee reviewed and discussed the policies approved on the day's consent agenda before submitting them for Board approval.

Amy Hossain, chief human resources officer, briefly reviewed the report included in the meeting packet and highlighted staffing statistics, noting that the attrition rate has improved for employees with a year or more of service. She also noted that bilingual positions are often difficult to fill.

DEVELOPMENT & COMMUNICATIONS REPORT:

Tracey Lyall highlighted a recent mail appeal campaign sent in recognition of the 50th anniversary of Domestic Violence Intervention Services. The campaign, entitled 50 for 50, received several initial responses, including a \$50,000 donation from a family foundation. Cathy Wilkie, chief development officer, noted that DVIS has a 50 for 50 media outreach plan ready to implement once Tulsa Area United Way (TAUW) completes its annual campaign. TAUW will host its annual Day of Caring next month, and nine companies will provide volunteer assistance at several DVIS locations.

Cathy said this year's Knock Out Violence fundraiser has improved, as the Tulsa Drillers have scored many more home runs, currently at 152. She announced that DVIS will again host its annual Open House on October 29 with an emphasis on inviting local legislators. Also, Mutt Strut is scheduled for October 17. Cathy highlighted other upcoming events for 2027.

Other highlights included a grant providing a new refrigerator for the food pantry at the Moran Family Counseling Center, and a new Facebook page for DVIS.

EXECUTIVE COMMITTEE REPORT:

Heather Earnhart announced that, pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 307(B)(4), an Executive Session was proposed for the sole purpose of confidential

communications with legal counsel regarding ongoing litigation with a contracted vendor, as public disclosure would seriously impair the ability of the public body to process the claim or conduct the pending litigation.

EXECUTIVE SESSION:

MOTION – To Enter Executive Session: Barbara Knowlton moved to enter executive session. Rosemary Harris seconded the motion. The motion carried unanimously.

Session Start: The executive session began at 12:06 p.m. All DVIS staff not party to the confidential vendor contract and legal team communications exited the room at this time.

Session End: The executive session concluded at 12:34 p.m., and DVIS staff returned to the meeting.

MOTION – To Return to Open Session: Jeff Paden moved to return to open session. Amanda Hanus seconded the motion. The motion carried unanimously.

Heather Earnhart stated that while in executive session, discussion was limited strictly to the update from legal counsel regarding the specified vendor litigation

No actions, votes, or final determinations were made during the executive session, and the board took no votes or actions upon returning to open session.

OTHER:

Heather Earnhart announced that the meeting packet included committee meeting dates for this fiscal year and the 2026-2027 Board meeting schedule.

NEW BUSINESS:

There was no new business discussed.

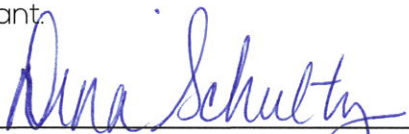
ADJOURNMENT:

MOTION - Adjournment:

Barbara Abercrombie moved to adjourn the meeting. Mike Thornberry seconded the motion, which was carried unanimously.

The board meeting was adjourned at approximately 12:37 p.m.

Minutes submitted by Samantha Dunkin, Executive Assistant.



Dina Schultz, Secretary