



Pennsylvania Rehabilitation Council

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Executive Committee Call Written Review

August 9, 2021

10:00 AM

Committee Members (P = Present) (NP = Not Present)

Cindy Duch (P) Passle Helminski (P) Juliet Marsala (P)
William Del Toro Vargas (P) Rob Wallington (P) Michelle Leahy (NP)

Other Members: Paul Fogle (P)

Office of Vocational Rehabilitation (OVR) Lee Ann Stewart, Cheryl Novak

Staff Present: Michelle Gerrick, Chris Todd

ADDITIONS TO THE AGENDA

- Mr. Rob Wallington moved to add discussion for in-person meeting for November to the agenda.
- Ms. Juliet Marsala moved to add discussion for member recruitment, recent resignation, and diversity of voices not addressed in bylaws to the agenda.

APPROVAL OF THE AGENDA AND PAST MINUTES

Mr. William Del Toro Vargas made a motion for approval of today's agenda with the additions and for approval of the previous meeting minutes. Mr. Rob Wallington seconded the motion. All were in favor.

DISCUSSION AND POSSIBLE ACTION ITEMS

Discussion to finalize the Agenda for Full Council Meeting for 8/25/21:

Jim Kayer, Director of Office of Equal Opportunity (OEO) and team (Sandy List and Amy Sunnergren), requested 10:00 AM to 10:30 AM on the agenda and have asked members to describe talking points/questions in advance of the meeting.

- Ms. Juliet Marsala inquired about having a speaker from the Administration for Community Living (ACL) to discuss federal funding legislation.

- Ms. Michelle Gerrick informed members that speakers for August were discussed and recommended at the last executive meeting resulting in securing a speaker from OEO and staff will reach out to the ACL for the November Full Council meeting as they are on the PaRC list for future speakers.
- Ms. Michelle Gerrick inquired about the Full Council Consent Agenda items regarding discussions for the Sunshine Act and recruitment being on the agenda or being part of council work time.
- Ms. Juliet Marsala suggested that both items be placed on the Consent Agenda to inform the public, however, to place the discussion of the Consent Agenda after council work time on the FC meeting agenda.
- Ms. Juliet Marsala reiterated her concerns with the final draft of the provider survey that was developed by the Temple Institute on Disabilities, in collaboration with OVR, as part of the current Comprehensive Statewide Needs Assessment (CSNA) project and has inquired about the council's involvement and development process of the CSNA.
- Ms. Cheryl Novak informed members that she will ask Ms. Lee Ann Stewart to provide an update for the CSNA at the August Full Council meeting. Ms. Novak further explained that the provider survey will be implemented before more discussion will be able to take place with the PaRC, however, Temple made edits to the survey based on the council's feedback. Temple was originally scheduled to attend committee conference calls with PaRC but those were postponed.

Mr. Rob Wallington made a motion to approve the Full Council Agenda. Mr. William Del Toro Vargas seconded the motion. All were in favor

Fiscal Report for last quarter (April, May June) and total spent for Year IV 2020-2021

- Mr. William Del Toro Vargas gave the 2020-2021 Fiscal Year report. The budget for the year was \$83,000.00. First Quarter Expenses were \$3,609.12, Second Quarter Expenses were \$3,791.46, Third Quarter Expenses were \$4,454.99, and Fourth Quarter Expenses were \$7,490.14 for a total expense of \$19,345.71.
- Ms. Michelle Gerrick informed members that the cost of the new website, which was a planned expenditure in 2020-2021, will now be absorbed into 2021-2022 fiscal year due to the delayed approval of the Consent Agenda during the May Full Council meeting.
- Ms. Juliet Marsala stated that the savings for this fiscal year are due to the Covid-19 pandemic restrictions.

Mr. Rob Wallington made a motion to accept the Fiscal Year 2020-2021 Report. Mr. William Del Toro Vargas seconded the motion. All were in favor.

Recruitment – open categories and applicants

**Sensory Disability – Lynn Heitz
Community Provider Survey – Julia Barole
Young Adult – no applicants**

- Ms. Juliet Marsala would like to address concerns over the entirety of the state being represented on the council and stated that the majority of members are from the eastern area of the state and recommended to include upcoming positions and a note that PaRC is looking to recruit from all regions of the state on the website. She also suggested including a column in the chart of representation to show geographical representation.
- Ms. Passle Helminski recommended, due to the time it can take for the appointments to channel through the approval process, to start recruitment efforts now since a few members will be off the council in July 2022.

Ms. Juliet Marsala made a motion to move applicant Ms. Lynn Heitz forward to the Full Council. Mr. Rob Wallington seconded the motion. All were in favor.

Ms. Juliet Marsala made a motion to move applicant Ms. Julia Barole forward to the Full Council. Mr. Rob Wallington seconded the motion. Mr. William Del Toro Vargas abstained. The motion passed.

Discussion to address concerns about PaRC committee meetings adherence to the Sunshine Act

- Ms. Juliet Marsala suggested that the Executive and Policy committees could be shaping, framing, and making recommendations that shape the future policy that Full Council is voting on. This could possibly result in the need for each of those committees to be required to follow all Sunshine Act requirements.
- Mr. Rob Wallington suggested that committees make recommendations to ensure Full Council has the necessary information to engage in public discussion and making informed decisions. Only Full Council makes decisions and votes on those decisions which may preclude committees from needing to follow all the Sunshine Act requirements regarding public meetings.
- Ms. Juliet Marsala stated that in the PaRC bylaws and the decision-making matrix, Executive Committee does have the ability to make some decisions in regard to policy and that it may not be in the best interest of PaRC to remove those abilities from the bylaws as issues sometimes need to be addressed by Executive Committee.
- Mr. Paul Fogle suggested that communication may improve if more members attended committee meetings or full council work sessions, that committees are created more for consensus building than taking votes, and that removing the decision-making matrix may be beneficial.

- Ms. Juliet Marsala stated that she does not believe that changing the structure of committees to have larger work sessions would work for PaRC as the current committees are able to build a close working relationship with OVR, the governor, and other state agencies that may not be possible with a large group working session. Ms. Juliet Marsala stated that consensus building rather than taking votes for committees could be more beneficial.
- Ms. Michelle Gerrick informed members that UCP does have legal representation that the PaRC would have access to (as the Department of Open Records recommended as an option) if it does not pose a conflict of interest.
- Ms. Passle Helminski recommended that PaRC staff reach out to the UCP legal team for guidance.
- Mr. Paul Fogle agreed with seeking legal guidance from the UCP legal team and to consider PaRC seeking its own legal representation that may need to be financially compensated if the UCP legal team is not able to offer non-biased legal guidance, that is not in a conflict of interest.

Discussion over concerns about returning to in person meeting in November

- Due to time constraints, members will plan for the discussion during the August Full Council meeting

Adjourn

Mr. William Del Toro motioned to adjourn the meeting. Mr. Rob Wallington seconded the motion. All were in favor.