



# Pennsylvania Rehabilitation Council (PaRC)

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## Governance Committee Minutes for April 20, 2023

### Members Present (P)

### Not Present (NP)

Julia Grant Barol (P)

Paul Fogle (P)

Susan Tomasic (P)

William Del Toro Vargas (P)

**Office of Vocational Rehabilitation (OVR) Staff Present:** James Whitonis, Cheryl Novak

**Project Staff Present:** Chris Todd

### CALL TO ORDER

This meeting was conducted through Zoom. Ms. Susan Tomasic called the meeting to order at 2:00 PM.

### ADDITIONS TO THE AGENDA

There were no additions.

### APPROVAL OF AGENDA AND PAST MEETING MINUTES

***MOTION was made by Mr. William Del Toro Vargas for approval of today's agenda and past meeting minutes. Ms. Julia Barol seconded the motion. All were in favor.***

### AGENDA ITEMS:

#### Review of Application for Membership

- Members reviewed the application and documents from Ms. Sylenthia Dent Siebenlist. All stated categories of representation are currently filled. Members requested that her information be kept on file and revisited when an opening becomes available.

#### Preparation for Election of Officers for May 17th Full Council Meeting

##### Review nomination results

##### Confirm each nominee's eligibility

**Designate a committee member to confirm interest with all nominees and request short bio, etc.**

**Determine members to set forth the nominations and election announcements / 2 hosts that will access and determine ballot results during May 17th FC meeting**

- Members reviewed nomination for returns for PaRC Officers. Mr. Paul Fogle was nominated for Chair and accepted nomination. Ms. Susan Tomasic was nominated for Vice Chair and accepted. Ms. Julia Barol was nominated for Member-at-Large and accepted. Ms. Michelle Mitchell was nominated for Member-at-Large. Members requested that staff inquire if Ms. Mitchell is interested in accepting her nomination.
- Members reviewed the nomination and election of officers process. Ms. Nichole Wade had informed staff that the Zoom polling feature would present issues as it is not possible to control which attendees would be able to respond to a poll during the May 17<sup>th</sup> Full Council Meeting. Google docs/polling would not be accessible to all members. Members agreed due to lack of accessibility the election would need to be held through roll call vote. Ms. Tomasic and Mr. Fogle reported that they will conduct the elections for positions that they are not being nominated for.
- Ms. Wade will be asked to take roll call during the election and staff will be asked to tally the votes.
- Members agreed that any nominations received after the Executive Committee meeting scheduled for May 3<sup>rd</sup> will need to be made from the floor during the May 17<sup>th</sup> FC meeting.

### **Discussion / Review of Requested Bylaws Revisions**

- Members requested that a document be created to highlight all revisions to the bylaws to be shared with Executive Committee and FC before their meetings.
- Mr. William Del Toro Vargas requested that during the next Governance Committee meeting it be discussed to add the HGAC Committee to the list of Standing Committees.
- Members reviewed and agreed upon the language of the bylaws revisions.

***MOTION was made by Mr. William Del Toro Vargas to recommend that revisions to the PaRC Bylaws be forwarded to the Executive Committee for review. Ms. Julia Barol seconded the motion. All were in favor.***

### **Determine date / time of New Member Orientation**

- Members agreed to schedule New Member Orientation for the week of July 10, 2023 and to invite Full Council to attend. Topics such as changes to travel policies and other updates would be of value to all members. Mr. Fogle, Ms. Tomasic, and Ms. Barol confirmed that they would be willing to present for the orientation meeting.

## **Adjourn**

***MOTION was made by Ms. Julia Barol to adjourn. Mr. William Del Toro Vargas seconded the motion. The meeting was adjourned.***