



Pennsylvania Rehabilitation Council (PaRC)

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Governance Committee Minutes for October 24, 2024

Members Present (P)

Not Present (NP)

Julia Grant Barol (P)
William Paz De Melo (P)

Susan Tomasic (P)
Michelle Mitchell (P)

Passle Helminski (P)

Ex-Officio Member Present: Julia Barol, Pennsylvania Association for People Supporting Employment First (PA APSE)

Office of Vocational Rehabilitation (OVR) Staff Present: Chris Harbert

Project Staff Present: Chris Todd, Michelle Gerrick

CALL TO ORDER

This meeting was conducted through Zoom. Ms. Susan Tomasic, Committee Chair, called the meeting to order at 1:00 PM.

ADDITIONS TO THE AGENDA

Members requested an addition to the agenda for discussion of the creation of an Action Committee that would be assigned employment related issues that are not OVR related issues.

APPROVAL OF AGENDA AND PAST MEETING MINUTES

MOTION was made by Ms. Passle Helminski to approve today's agenda and past meeting minutes. Ms. Michelle Mitchell seconded the motion. All were in favor.

AGENDA ITEMS:

Continued review of Member Handbook and Bylaws

- Members completed review of Member Handbook and Bylaws and did not have additional revisions.

MOTION was made by Ms. Passle Helminski to forward revised Member Handbook to Executive Committee. Ms. Michelle Mitchell seconded the motion. All were in favor.

Review Applications for Membership

- Members reviewed applications for membership and suggested that information about appointing more than one member to a category of representation be included when any recommendations are put forward to the Governor's Office. There were no updates on the issue of membership for Ms. Julia Barol.

MOTION was made by Ms. Michelle Mitchell to move forward the application for Ms. Elizabeth Bish for the category of representation for Young Adult. Ms. Passle Helminski seconded the motion. All were in favor.

MOTION was made by Ms. Michelle Mitchell to move forward the application for Ms. Kadie Trauger for the category of representation for Sensory Disabilities. Ms. Passle Helminski seconded the motion. All were in favor.

MOTION was made by Ms. Michelle Mitchell to move forward the application for Ms. Julia Barol for the category of representation for Mental Health. Ms. Passle Helminski seconded the motion. All were in favor.

Nominations for Member-at-Large

- Members nominated Ms. Julianna Rodrigues, Ms. Christie Cyktor, Ms. Sylenthia Dent-Siebenlist, Ms. Joan Goodman, and Ms. Lynn Heitz for Member-at-Large. Members will be asked if they are interested in accepting the nomination and an election will be held during the November 13th Full Council meeting.

Discussion of merging the newly approved CTI at HGAC Standing Committee with the Transition & Education Committee due to membership concerns

- Members reviewed the current Committee roster which shows only 1 voting member on the CTI at HGAC Committee. Members agreed that the Transition and Education Committee would be a good fit for the responsibilities of the CTI at HGAC Committee. The Transition Committee could create a goal to cover those responsibilities.

MOTION was made by Ms. Michelle Mitchell to merge the responsibilities of the CTI at HGAC Committee with the Transition and Education Committee. Ms. Passle Helminski seconded the motion. All were in favor.

PaRC Representatives for PDE Conference and Resource Table

- Members approved for PaRC to reserve a resource table at the Pennsylvania Department of Education (PDE) Conference scheduled for February 2025 and approved for 3 members to represent the PaRC at the conference and assist with the PaRC resource table. Those members are Mr. William Paz De Melo, Ms. Michelle Mitchell, and Ms. Jessica Keogh. Members approved for Mr. William Paz De Melo to represent the PaRC at the PA APSE Day on Employment scheduled for October 28, 2024, in Harrisburg.

**Council Mentoring Program Draft Agreement/Language
New Member Support
Transitioning for Committee Leadership Support**

- Members requested that this topic be the focus of the next Committee meeting scheduled for November.

Attendance / Committees / Membership Update

- Committee requested that 2 members be provided correspondence regarding their membership and/or attendance.

Schedule next meeting

- Members confirmed availability for the next meeting to be held on November 21, 2024, from 1:30 PM to 2:30 PM.

Adjourn

MOTION was made by Ms. Passle Helminski to adjourn. Ms. Mitchell seconded the motion. The meeting was adjourned.