



Pennsylvania Rehabilitation Council (PaRC)

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Governance Committee Meeting Minutes July 30, 2026, from 11:00 AM to 12:00 PM

Members Present (P)

Not Present (NP)

Julianna Rodrigues (P)
Michelle Mitchell (NP)

Julia Grant Barol (P)

Passle Helminski (P)

OVR Staff Present: Chris Harbert

Project Staff Present: Christopher Todd

CALL TO ORDER

- Ms. Julianna Rodrigues, Committee Chair, called the meeting to order after quorum was established.

ADDITIONS TO THE AGENDA

- Ms. Passle Helminski suggested the addition of discussing the bylaws language regarding member terms. Ms. Helminski explained that she was informed of changes to term requirements by the Governor's Office and a new requirement that limits member eligibility to one Board or Council with the clarification that this would not be impacted by membership of a commission.
- Members agreed that further clarification would be needed and that this would be more appropriate for the next meeting agenda.

APPROVAL OF AGENDA AND PAST MEETING MINUTES

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

DISCUSSION ITEMS:

Nominations and Election for Member-at-Large Vacancy

- Members were informed of 2 nominations for Member-at-Large for FY 2026-2027 due to the resignation of Mr. Rob Wallington. Ms. Christie Cyktor and Ms. Julia

Barol have accepted their nominations. Members reviewed the nomination and election procedure document and had no changes. The election is planned for the Full Council meeting scheduled for August 12, 2026.

PaRC Membership Update & Committee Quorum Review

- Members were informed of Mr. Rob Wallington's resignation. Mr. Logan Iman was appointed to represent the Young Adult category on the PaRC and the Council is awaiting a response to schedule member orientation. Mr. Chris Harbert, OVR, informed members that he will inquire with Hiram G Andrews Center staff to assist with contacting Mr. Iman regarding his recent appointment. There were no new updates regarding previously recommended applicants.

Conference Attendance

- Ms. Julia Barol will represent the PaRC at the Bridging Knowledge to Know-How (BK2KH) Conference scheduled from August 4th to 7th at The Lancaster County Convention Center. Ms. Julianna Rodrigues will also be in attendance and will assist with operating PaRC's exhibit table. Ms. Barol will also represent PaRC at the NCSRC/CSAVR Fall 2026 Conference in Dallas, Texas.

Potential Review of Membership Application

- Members were informed that PaRC is waiting on required documents from an application received in late April 2026.

Annual Review of PaRC Bylaws and Member Handbook, Policies, and Procedures – Initial Review

Amendment to Ensure Scheduling Member Orientations Within 2 Months of New Appointments

- Ms. Passle Helminski inquired if the PaRC could receive clarification regarding the Governor's requirements regarding term limits, time that a member must wait before re-applying to the PaRC, and limitations on being on one Board or Council. Mr. Harbert, OVR, agreed to follow up with any information provided by their contact with the Governor's Office. Members agreed to wait on making or reviewing the bylaws or Member Handbook until clarifications are received.
- Members discussed the review process that included dividing each document into sections for members to review and discuss. The revisions were then forwarded to the Executive Committee and approved by Full Council in November of 2025.
- Members discussed potentially changing new member orientation to be held on a quarterly basis.

Schedule next meeting

- Members agreed to meet again on August 27, 2026, from 2:30 PM to 3:30 PM.

Public Comment

- Ms. Passle Helminski provided Public Comment and explained that she may need to resign from the Council if she accepts employment with a Legislative Office due to potential conflict of interest. Ms. Helminski explained that she will follow up once she learns more about the employment opportunity in August 2026.

Adjourn

MOTION was made by Ms. Julia Barol to adjourn. Ms. Passle Helminski seconded the motion. All were in favor.