



**GOVERNOR'S ADVISORY COUNCIL FOR EXCEPTIONAL CITIZENS (GACEC)  
GENERAL MEMBERSHIP MEETING - ANNUAL PLANNING RETREAT  
9:00AM, October 7, 2023  
HYBRID MEETING**

**MEMBERS PRESENT VIRTUALLY:** Nancy Cordrey, Matt Denn, Karen Eller, Cory Gilden, Tika Hartsock, Jessica Mensack, Kristina Horton, Beth Mineo, Meedra Surratte

**MEMBERS PRESENT IN PERSON:** Bill Doolittle, Ann Fisher, Maria Olivere, Trenee Parker, Erika Powell, Jen Pulcinella, Stefanie Ramirez, Brenne' Shepperson, Erik Warner

**GUESTS PRESENT:** Dale Matusevich/Delaware Department of Education DDOE, Cindy Brown/Office of Early Childhood Intervention (OECI)

**STAFF PRESENT:** Pam Weir/Executive Director, Kathie Cherry/Office Manager, Lacie Spence/Administrative Coordinator and Theresa Moore/Operations Support Specialist

**MEMBERS ABSENT:** Al Cavalier, Genesis Johnson, Thomas Keeton, Molly Merrill

**ADMINISTRATIVE ACTIONS:** Chairperson Ann Fisher called the general membership meeting to order at 9:06 am. It was announced that a quorum was present. Bill Doolittle made a motion to accept the October Retreat agenda and Erika Powell seconded the motion. The motion was unanimously approved. Stefanie Ramirez made a motion to approve the September meeting minutes and Erik Warner seconded the motion. Spelling of Stefanie's name was corrected. The motion was approved unanimously. Maria Olivere made a motion to approve the August Financial Report and Erik Warner seconded the motion. The motion was approved unanimously. Bill Doolittle made the motion to accept the meeting schedule for 2023-2024. Discussion ensued. There will be a Doodle poll sent out to determine the Annual Retreat date for 2024. The September 17<sup>th</sup> meeting will be a full council meeting. The motion passed with Nancy Cordrey and Tika Hartsock abstaining. Bill Doolittle made a motion to accept the Council Goals. Erika Powell seconded the motion. The motion was approved unanimously with flexibility to change them if needed in the future.

**PUBLIC COMMENT:** There was no public comment during this meeting.

**TRIBUTE TO LAURA WATERLAND:** The GACEC thanked Laura for her dedication and hard work. A tribute from the Governor's Office and a plaque from GACEC was presented to Laura Waterland to thank her for her dedication and hard work for persons with disabilities and exceptionalities in the state of Delaware. Enjoy your retirement, Laura.

**COMMITTEE REPORTS:** There were no committee reports this month.

**PLANNING SESSION:** Pam Weir, Executive Director, went over the Strategic Plan Outline for the GACEC to carry out our mission and Council goals.

## **GACEC Agency Implementation Strategic Plan**

- GACEC Workplan- The GACEC Workplan is to serve as the overall strategic implementation plan for the GACEC; the Workplan includes items, resources, and activities to improve overall cohesiveness and effectiveness of the GACEC and ensure the Council can meet its' goals and mission. The goal is to have a final draft by June of 2024.
- The GACEC Workplan will include three sections: Infrastructure, Agency Administration and Council Responsibilities.
- GACEC staff are drafting Infrastructure and Agency Administration workplans that include all high level, annual, monthly, and weekly activities for which the staff is responsible. This workplan will serve many purposes including quick, comprehensive onboarding for new GACEC staff.
- GACEC staff will work with the Leadership Committee and full Council to discuss/draft a GACEC Council Policy, Procedures and Guidance Manual to ensure Council can effectively and comprehensively meet the ever-changing needs of its' constituents and carry out its' mission.

**DDOE SHARE AND UPDATES:** Cindy Brown/ (DDOE) announced the creation of The Office of Early Childhood Intervention at the Delaware Department of Education (DDOE). Cindy Brown will be the new director of (OECE).

## **OECE Projects**

- Assuring the successful transfer of IDEA Part C Early Intervention program to OECE at DDOE
- Assuring all components of Part B 619 program are implemented.
- Assuring the fulfillment of the statewide childfind project using developmental screening

Dale Matusевич/Delaware Department of Education (DDOE) went over the GACEC Retreat package that was sent to the Council Members in their packets to review for the Annual Planning Retreat. Following is a copy of the agenda for the meeting. Dale went through the agenda and answered questions.

## The Agenda

- 619 Updates
- Listening and Spoken Language
- New Procedural Safeguards & Information Guides
- Determinations (SEA & LEA)
- Integrated MTSS Center
- SWIFT Inclusion Initiative
- SPEACS
- Comprehensive Literacy for All Book Study
- State General Supervision Responsibilities (OSEP Guidance Document July 24, 2023)

**ADJOURNMENT:** The general membership meeting ended around 4:00pm (there was no official adjournment) and Council members were put into their committee groups to finish working on their committee goals.