



**GOVERNOR'S ADVISORY COUNCIL FOR EXCEPTIONAL CITIZENS (GACEC)**  
**Leadership Committee Meeting**  
**6:00 PM, December 6, 2023**  
**VIRTUAL MEETING**

**MINUTES**

**MEMBERS PRESENT:** Bill Doolittle, Tika Hartsock, Jessica Mensack, Molly Merrill, Beth Mineo, Jennifer Pulcinella, and Erik Warner

**STAFF PRESENT:** Pam Weir/Executive Director, Theresa Moore/Operations Support Specialist

**GUESTS PRESENT:** Paul Kanich/Department of Technology and Information (DTI), Dorset Short LFCH-Sussex (Dorset was here to fulfill a school assignment)

**MEMBERS ABSENT:** Al Cavalier, Ann Fisher and Trenee Parker

- I. Call to order:** This meeting was called to order at 6:15pm by Vice Chair Erik Warner. A quorum of the Leadership Committee was present, which represented more than 50 percent of persons with a disability or parents of children with disabilities.
- II. Administrative Actions:** At the start of the meeting a motion was made and unanimously agreed upon to remove Conner Wolf from the meeting. He was asked several times to identify himself verbally or through the chat. There was no response from him so therefore he was removed. Bill Doolittle made the motion to approve the October Leadership Committee meeting minutes. Jenn Pulcinella seconded the motion. All were in favor, with Beth Mineo and Molly Merrill abstaining. The motion to approve the October Leadership Committee meeting minutes was approved. Bill Dolittle made a motion to approve the December Agenda. Jennifer Pulcinella seconded the motion. The motion to approve the December agenda was approved unanimously.
- III. Teams Discussion with Paul Kanich from (DTI):** Everyone was given a State of Delaware email to be able to access Teams. There are still several Council members who have not signed into Teams yet. According to Paul, about 80% of the State of Delaware agencies use Teams. Please let Lacie or Pam know if you or someone you know are having connectivity issues, so we can open a ticket with DTI and get the problems resolved. The information that will be needed when contacting DTI is; the name of the person, the location they were trying to access the meeting from, were

they on a phone, computer or laptop, and what phone number did they call from? Paul is willing to call the person directly to help resolve the issue of connectivity. DTI is here to help us get Teams up and running. Paul is willing to support us by coming to our meetings to answer any questions and provide support even though it would be after his normal working hours. From a security aspect, DTI trusts Teams because of what the State of Delaware has invested in it and the terms and conditions that are met and agreed upon by Microsoft. For document and information sharing, Teams is the preferred choice of the State of Delaware. We only have Zoom for one more year. Paul from DTI feels that soon the OMB will confront the GACEC during our annual budget hearing about paying for two conferencing platforms. They will not want to authorize payment in our budget for both. They will recommend GACEC use Teams because that is the State recommended platform. During this discussion Molly Merrill added to the chat “The Zoom platform does not offer us the file sharing and collaboration space that Teams does. With Teams we have a resource in DTI that we will not have with any other platform”. Jenn Pulcinella added in the chat that Infant and Early Childhood uses Teams as the primary way to share information.

- IV. New Business:** The DIOD (Data Informed Organizational Development) - workgroup has been suspended by Ann and Erik for now. There is too much going on right now and there has been a lack of availability for members to meet. The workgroup is being put on pause for now and can regroup at a later date. All the information is on Teams and readily accessible once the data group restarts.

Pam will talk with Dale to have him present at the next General Membership meeting on the APR (Annual Performance Report). Council would like to have the report in advance so they can review before the meeting.

Representative Kim Williams and her aide reached out to the GACEC about the GACEC having a seat on the Equity Council. Ann and Pam made recommendation and asked a couple of Council members to be on the Equity Council. Ann appointed Jessica Mensack to the Equity Council seat.

Bill Doolittle feels the Leadership Committee should be working on the documenting of the Policies and Procedures guidance materials. An ad hoc committee will be needed to complete this task.

- V. Adjournment:** Bill Doolittle made a motion to adjourn the meeting with Jen Pulcinella seconding the motion. The motion passed unanimously. The meeting was adjourned at 7:35 pm.