



GOVERNOR'S ADVISORY COUNCIL FOR EXCEPTIONAL CITIZENS (GACEC)
Leadership Committee Meeting
6:00 PM, June 3, 2025
VIRTUAL MEETING

MEMBERS PRESENT: Al Cavalier, Bill Doolittle, Tika Hartsock, Jessica Mensack, Molly Merrill, Trenee Parker, Erika Powell, Beth Mineo and Jennifer Pulcinella

STAFF PRESENT: Pam Weir/Executive Director

GUEST PRESENT: Laura Hattier

MEETING NOTES: The meeting was called to order at 6:02 pm. The minutes from the May meeting were unanimously approved.

The Committee reviewed the draft policy manual, starting with the definitions page, and discussed how to incorporate feedback from all members. Pam agreed to go through the document line by line and make updates based on the team's input. The Committee also addressed concerns about access to Teams and confirmed that no additional feedback had been received outside the Team's channel. They decided to continue reviewing the definitions page and move on to other sections if time permitted. They discussed how to handle definitions and legal references in this document. They agreed to keep it simple with just definitions and links, rather than including full legal references, to avoid the need for constant updates. They decided to add a disclaimer stating the information is current as of a specific date, and to include a link for the most up-to-date statutory definitions. The Committee also discussed the potential for discrepancies between federal and state definitions but opted not to highlight these differences to avoid ongoing maintenance work.

The Committee discussed the process for reviewing and finalizing documents, with Bill proposing to send out the three drafted documents for review and allowing people to provide comments either through Teams or email. Jennifer suggested that everyone review the documents and provide comments quickly to move the process along. The team debated the efficiency of their current collaboration methods. Al advocated that we avoid trying to edit any document in real time by a full committee comprised of 10 members (or any group larger than 3 persons) because of how inefficient it is. Pam agreed to save and distribute the remaining documents for review. Jessica suggested that future edits would be shared with the Leadership Committee for transparency.

NEXT MEETING: The next meeting is scheduled for June 26, 2025, at 6pm.

ADJOURNMENT: The meeting was officially adjourned at 7:46 pm.

OLD ACTION ITEMS:

1. Pam to meet with Trenee Parker to discuss how the Child Protection Accountability Commission structure could potentially be applied to the GACEC.
2. GACEC to collaborate with the Division of Services for Aging and Adults with Physical Disabilities (DSAAPD) and Department of Health and Social Services (DHSS) on mapping disability resources and services.
3. Pam to look into potential funding options for GACEC retreats, including exploring MOUs with other state agencies.
4. Pam to set up a meeting with the Department of Education (DOE) Secretary Martin to discuss GACEC's areas of focus and collaboration with the Department of Education.
5. Leadership Committee (LC) to prepare for discussions on public education funding.
6. Leadership Committee to review Regulation 929 in preparation for upcoming discussions.
7. All Committee members to review and provide feedback on the policy documents by May 22nd.
8. Pam to ask Dale to provide a comprehensive update on Infinite Campus at the May full Council meeting and include someone from the Infinite Campus team
9. Pam to contact Jon Sheehan regarding the Boards and Commissions member application process
10. Pam to send the link to the State of Delaware employee policy manual to all Committee members

NEW ACTION ITEMS:

- 1.) Pam will send out the working drafts from Teams, including current edits to date, to the LC in a Word document format.
- 2.) All LC members have until 6/10 to determine if they wish to break the work into smaller groups, for editing purposes or submit individual edits.
- 3.) Small work groups will hold meetings between 6/10-6/19, compiling their group edits.
- 4.) Final edits from all LC members and/or small groups are to be sent into Pam and Staff by 6/20
- 5.) Pam and Staff will compile edits and send working draft policy documents out to all LC members by 6/24 (we did not give an exact day but mentioned LC members needed enough days to review, please let us know if this timeline does not work)
- 6.) LC members will review final edits at next LC meeting on 6/26

The goal for the above is to compile succinct, more robust edits, that require less conversation during our regularly scheduled LC meetings and to finalize a final working draft that can be voted upon and sent to full Council as soon as possible.