**Statewide Advisory Council (SAC) – MEETING NOTES**

Location: Virtual/Microsoft Teams  
Date: 4/8/25

Time: 12 pm – 1 pm

**Attendees:** Chris Klaskin, Meghan Allen, Gwenn Kelley, Jonathan Tapper, Bob Putnam, Jose Costa, Maria Damiano, Lusa Lo, Jeanne Clapper, Robin Foley, Dianne Glennon, Maren Jacobs, and Alex Nadworny

1. **Welcome/Introductions**
2. **DDS Updates**
   1. Introduction of new Director of Comminutions Jonathan Tapper
   2. Comm’r Peterson’s formal appointment
3. **Introduction to SharePoint**
   1. Pouya Andalib (EHS IT – DDS) demonstrated the SharePoint platform created for the SAC to better support and organize our workflow moving forward.
   2. DDS will schedule a training for SAC members on SharePoint and provide access to explore and assess how the SAC can best use this resource internally and externally.
4. **Assistive Technology (AT) Presentation**
   1. Brigitte Casey, Director of Statewide Assistive Technology, Amy Pratt Supportive Tech and PJ Simeone, Vice President of Supportive Technology at the May Institute presented on past, current and projected Assistive Technology efforts supported by DDS.
   2. SAC members noted the importance of ensuring awareness and access to these services statewide, including bolstering service provider capacities in underserved areas.
   3. SAC members will include AT as an area of focus to remain updated on to support these efforts and include them in recommendation development moving forward.
5. **SAC Membership/Nominations**
   1. Subcommittee on SAC Membership received 10 applications expressing interest in filling the current 4 vacancies.
   2. Subcommittee members reviewed the regulatory framework of roles needed and the process by which they are identifying nominees for SAC Membership consideration.
   3. SAC members will receive a listing of all applicants and summaries on each candidate. The top 4 on the list will represent the applicants being put forward for a vote. For purposes of upcoming discussion, this list will also include a “de-identified key” for members to use when talking about a candidate (e.g.: Candidate A, B, C…)
   4. **ANTICIPATED VOTE**: discussion at May’s meeting will include a presentation by the Subcommittee to review the top 4 candidates. Members are encouraged to ask any questions or seek clarifying information on potential candidates – but are ask to use the de-identified key (e.g.: Candidate A) during Open Meeting.
   5. As membership will be fluid, the Subcommittee and DDS will maintain applications and contact with nominees not selected for future consideration.
6. **Public Comments**