**Statewide Advisory Council (SAC) Meeting minutes**

Location: Virtual/Microsoft Teams
Date: 2/19/25

Time: 12 pm – 1 pm

**Attendees:** Chris Klaskin, Meghan Allen, Acting Commissioner Sarah Peterson, Bob Putnam, Jose Costa, Maria Damiano, Maital Levy-London, Lusa Lo, Jeanne Clapper, Robin Foley

1. **Welcome/Introductions**
2. **Acting Commissioner Sarah Peterson Updates:**
	1. FY26 Budget:
		1. The Joint Committee on Ways and Means will convene public hearings on the Governor’s House 1 Budget proposal next month. The Governor is anticipated to testify the first week of March, with subsequent EHS hearings to be scheduled. SAC members will be updated next month with details known.
	2. DDS Strategic Plan:
		1. DDS strategic planning is in a fluid state until new leadership is appointed. The current version of the plan is a combination of the former Commissioner’s plan and additions made to reflect the new EHS strategic goals developed by the Healey/Driscoll Administration.
		2. This will remain a standing agenda request and revisited once DDS leadership is confirmed.
3. **SAC/CAB Sub-Committee**
	1. Discussion:
		1. Survey of 23 DDS CAB statuses has been conducted and completed, with some CABs in a state of rebuilding and recruitment.
		2. Sub-Committee set up future meeting to discuss how to review information submitted and where assistance may be provided to CABs regarding membership, ongoing work and potentially convening a statewide event.
4. **SAC Membership/Nominations**
	1. Discussion:
		1. Sub-Committee has created an application form which was sent to candidates who expressed interest in applying.
		2. Sub-Committee will collect applications and schedule a meeting to review applications and discuss what will be needed to vet and identify candidates to present at full SAC meetings for members’ consideration and approval.
		3. Nominated candidates will be submitted to EHS/Gov appointment offices for further review and ultimate approval/appointment.
5. **Citizen Advisory Boards (CAB)**
	1. Discussion:
		1. DDS staff have survey all 23 DDS Area Offices on current CAB membership and statuses.
		2. Members agreed to establish a SAC CAB Sub-Committee to review CAB census, determine best ways to support/unify CABs, and plan potential statewide event:
			1. Robin Foley
			2. Maren Jacobs
			3. Dianne Glennon (will review and share past CAB surveys conducted by SAC with sub-committee members)
6. **Public Comment**