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

Location: Virtual/Microsoft Teams  
Date: 1/14/25

Time: 11 am – 12 pm

**Attendees:** Chris Klaskin, Meghan Allen, Acting Commissioner Sarah Peterson, Victor Hernandez, Bob Putnam, Maital Levy, Robin Foley, Jeanne Clapper, Maren Jacobs, Lucie Chansky, Dianne Glennon, Ed Jalowiec, Joyce LaBelle, Janet Hooker, C. McKinley, L. Borke, and S. Barber

1. **Welcome/Introductions**
2. **Acting Commissioner Sarah Peterson Updates:**
   1. Personnel Updates:
      1. Liz Sandblom, Acting Assistant Commissioner of Operations, is leaving DDS for another position. Colleen Mulligan (Community Systems Director, SE Region) will be covering this position while rehiring efforts are underway. Notably, Colleen will continue to oversee the Acumen transition for self-direction model participants.
      2. Holly McCarthy was promoted to Acting Director of Client Assessment Systems to oversee the pilot SIS-A project. Members are encouraged to share potential pilot participants with Chris/Meghan/Gwenn to share with Holly.
   2. FY26 Budget:
      1. The Governor’s H.1 FY26 Budget Proposal will be released 1/22/25, with Sec’y Walsh conducting a stakeholder call/virtual presentation that afternoon on EHS highlights.
      2. DDS will provide a more detailed update of projected fiscal impacts in the H.1 Proposal and next steps in the process at our February meeting.
   3. DDS Strategic Plan:
      1. DDS strategic planning is in a state of “flux” 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. Bob Putnam: The SAC would like to review the Strategic Plan before implemented to provide guidance/advisement. The SAC will keep this as a standing agenda item when appropriate for DDS to present and review.
3. **SAC Chairperson**
   1. **VOTE: Nomination of Bob Putman for SAC Chair (2025-2026)** – **PASSED** (motion by Robin Foley, seconded by Jeanne Clapper)
4. **SAC Membership/Nominations**
   1. Discussion:
      1. Members discussed developing a policy to review, identify, vet, and present nominations for SAC Membership to fill current vacancies – particularly including an individual receiving DDS services.
      2. Members agreed to establish a SAC Membership Sub-Committee:
         1. Jeanne Clapper
         2. Robin Foley
         3. Dianne Glennon
      3. DDS staff will compile list of potential nominees and work with sub-committee members to review current vacancies, see what additional information is needed, and help develop a vetting and nomination process.
5. **Citizen Advisory Boards (CAB)**
   1. Discussion:
      1. Members discussed importance of supporting CABs and unifying efforts across the state.
      2. DDS staff are currently surveying all 23 DDS Area Offices on current CAB membership and statuses. Results should be ready for presentation at the February meeting.
      3. 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. **Positive Behavioral Supports (PBS)**
   1. Discussion:
      1. Members would like to coordinate with DDS to better understand current PBS implementation practices, progress being made, and evaluation tools to measure the “meaningful outcomes” expected by this operational shift.
      2. Members would like to have a presentation to the SAC to help direct next steps for SAC to assist in advising DDS moving forward, including hearing from providers on their progress and ongoing work.
      3. Bob Putnam will coordinate with DDS to pull together an upcoming presentation to include in a future agenda. This may also be an area for the SAC to engage CABs in this work.
7. **Public Comment**