



State of Delaware
Commission for Statewide Contracts to
Support Employment for Individuals with
Disabilities

Subcommittee meeting minutes of April 18, 2017

I. Roll Call:

Members present: Doyle Dobbins, Chair of Subcommittee, Dean Stotler, Government Support Services (GSS), member (via phone), Jo Donoghue, Delaware Attorney General's Office(DAG)) Counsel

Absent: Michele Mirabella, (CHIMES)

Guest: Cheryl Heights, Connections, Public member (via phone)

A quorum was determined and the meeting was called to order at 1:00 PM

II. Draft Regulations:

Regulations were previously drafted by Mary Paige Bailey (DAG) and reviewed by the members. The Subcommittee reviewed to determine if any changes are needed. We may have some minor changes.

(A) Introduction - The Commissions name has changed and needs to be reflected as such throughout the document.

(B) Definitions- In number 2 a public agency, private entity (a public or private entity) should be defined in the document to ensure all parties understand the context of the term. There have been, not many, for- profit entities, which mean these entities should not be excluded.

(C) Number 1. CNA Selection-Includes a selection process for Central Nonprofit Agencies (CNA). This will permit interested parties to be selected. If a private entity is also not permitted only the state agency or nonprofit agencies will be included. It was commented to highlight this section and send to the full Commission for Jo Donoghue (DAG) to input the necessary update.

(C) Number 3. Semiannual reviews: In the second sentence, add” or a designee” after THE Commission. Also, in the second sentence, add “or other materials upon request”, after meeting minutes.

There were not any other concerns besides those referenced above. The members will proof the draft version against the final legislation. The Regulations draft is ready to be submitted to the Full Commission. Jo Donoghue (DAG) will ensure the Draft Regulations are in the proper format to move forward to the Registrar’s Office. Once the document is received by the Registrar’s office, the draft Regulations are open for Public comment. The Commission will be responsible for answering any public comments.

III. Public Comments

Will the draft Regulations be accessible on the website?

Answer: Once they are received at the Registrar’s office.

Inquiry regarding when the next Full Commission meeting is being

held. Answer: Today, May 16, 2017 at 2:00 PM. The meeting is held on the third Tuesday of every month.

IV. Adjournment Meeting adjourned by Doyle Dobbins, Subcommittee Chair at 2:00 PM

Respectfully submitted by
Michele Hamilton
Administrative Specialist