



ACQ Executive Committee Meeting Notes
July 30, 2026
2:00PM to 3:00PM

Participants

- Scott Doan, *Deputy Director, Developmental Disabilities Supports Division (DDSD)*
- Siri Guru Nam Khalsa, *ACQ Co-Chair*
- Tracy Perry, *Co-Chair, ACQ Executive Committee and CEO, Direct Therapy Services*
- Daniel Ekman, *Advocate, Developmental Disabilities Council, Program Manager, Center for Self Advocacy*
- Valerie Dewbre, *ACQ Executive Committee, Director of Adult Service Coordination, ENMRSH*
- Kelley Harvey, *ACQ Administrator*

1. Executive Committee Attendance – August 13 ACQ Meeting

The Executive Committee reviewed attendance for the upcoming ACQ meeting on August 13, 2026.

- Siri will be unable to attend due to a scheduling conflict.
- Daniel will be unavailable due to a presentation commitment at another meeting.
- Tracy will be absent due to a personal matter.

The Executive Committee discussed adjustments to the meeting agenda to ensure all agenda items are covered.

- Kelley's role will be expanded to cover Siri's assigned agenda items.
- Valerie will facilitate the agenda items originally assigned to Tracy.
- Daniel's agenda responsibilities will be distributed among the remaining Executive Committee members.

Action Item:

- Daniel will provide Kelley with the verbiage and process he uses to facilitate the Public Comment portion of the meeting.

2. August 13 ACQ Meeting Agenda Development

The Executive Committee reviewed and finalized agenda topics for the upcoming ACQ meeting.

The Committee agreed that Jen Zwally will provide updates on:

- Updated Standards
- DDSD updates
- Other relevant program information

Scott shared that a representative may also be available to provide a presentation regarding

Turquoise Care claims.

The Committee agreed to allocate:

- 30-minute presentation
- 30-minute question-and-answer session

Action Item:

- Scott will contact the potential presenter to confirm availability and participation.

3. Self-Advocate Panel

The Executive Committee reviewed the status of the Self-Advocate Panel scheduled for the August ACQ meeting.

Two panelists have confirmed their participation. Kelley will follow up with the remaining prospective panelist to confirm attendance.

The Executive Committee also discussed the development of discussion questions for the panel.

Action Items:

- Kelley will contact the remaining prospective panelist and provide an update to the Executive Committee.
- Executive Committee members will submit proposed panel questions to Kelley by August 5, 2026.

4. ACQ Liaison Roles and Responsibilities

The Executive Committee discussed the role and responsibilities of ACQ liaisons assigned to ACQ subcommittees.

Tracy shared examples of liaison responsibilities, and Kelley presented a recent request from an ACQ Board member seeking clarification regarding liaison expectations.

The Committee discussed the need to establish clearer guidance to:

- Strengthen communication between ACQ and its subcommittees.
- Improve collaboration and information sharing.
- Clarify liaison roles and responsibilities.
- Promote consistent communication and exchange of meeting materials.

Action Item:

- Scott will discuss the matter with DDSD counterparts and provide an update to the Executive Committee with recommended next steps.

5. ACQ Membership Updates

Kelley provided an update on current ACQ membership vacancies.

The Executive Committee confirmed that one prospective candidate is interested in filling the remainder of an unexpired term. Because the appointment is to complete an existing term, an ACQ membership vote will not be required. The appointment will instead follow the Governor's Office appointment process.

The Committee also discussed notifying the ACQ membership of the remaining vacancies.

Action Items:

- Kelley will contact the prospective candidate to confirm continued interest and provide the membership application process.
- Kelley will distribute a notification to the ACQ distribution list announcing the current membership openings.

6. Pending ACQ Governance Documents

Kelley requested direction regarding several governance documents that were previously discussed during the April 2026 ACQ meeting:

- ACQ Escalation Process
- Meeting Monitoring Guidelines
- Attendance and Participation Guidelines

The Executive Committee agreed the documents are ready to move forward for Board consideration and approval at the next ACQ meeting.

Action Item:

- Kelley will add the governance documents to the August ACQ meeting agenda and notify the ACQ membership that these items will be presented for discussion and vote.

Following approval of these documents, the Executive Committee anticipates beginning a comprehensive review of the ACQ Bylaws later this year, with the goal of implementing revisions in 2027.