

**Washington State Developmental Disabilities Council  
Membership & Governance Committee Meeting**  
Thursday, October 16, 2026

**Present:** Melanie Baker, Bridget Parkhill, Tayshia Farra, Sydney Krebsbach, Katie Mirkovich, Angela Randall

**Guests:** Becky Clarkson

**Staff:** Kevin Vargas, Brian Dahl, Linda West

**Welcome**

Melanie called the meeting to order and established a quorum. She welcomed members and noted that this meeting would finalize several key policy updates and lay groundwork for upcoming charter and State Plan work.

**Approval of the July 2025 Meeting Minutes**

Sydney moved and Katie seconded approval of the July minutes. The motion carried with no abstentions.

**Committee Responsibilities**

Staff noted that items related to Council structure, membership, policies, and meeting logistics all flow through this committee. Members discussed the increasing need to adapt governance processes to hybrid and virtual formats.

**Policy Review and Approve to move to the full Council**

The committee continued its work updating long-outdated policies, focusing on accuracy, accessibility, plain language, and alignment with current practice. Three policies were presented for review and approval.

### **Policy 411 – Guidelines for Speakers**

Sydney moved and Tayshia seconded advancing the revised Policy 411 to the full Council for approval. The motion carried.

### **Policy 413 – Committees and Workgroups**

Sydney moved and Tayshia seconded advancing revised Policy 413 to the full Council for approval. The motion carried.

### **Policy 416 – Contractor Conflict of Interest**

Sydney moved and Katie seconded approving revised Policy 416 to the full Council for approval. The motion carried.

### **State Plan Update**

Brian provided an overview of the 2027–2031 State Plan timeline. Discussion included public outreach strategies, accessible materials, and increased engagement with rural and tribal communities.

### **2026 Meeting Schedule Discussion**

Members agreed by consensus to recommend option 2 consisting of virtual meetings in January & July, hybrid/in-person meetings in April & October. The intervening months will be reserved for optional meetings.

### **Future Meeting Locations**

Members expressed interest in holding the October 2026 in-person/hybrid meeting at a tribal venue in northern Washington. Staff will explore options.

### **Membership Updates**

Currently there are five vacant seats including DDA, Aging & Long-Term Care, and Behavioral Health. Appointments are delayed due to staffing reductions in the Governor's Office.

**Charter Review – Upcoming Work**

The committee will begin a full review of the Council Charter in early 2026, addressing roles, terms, attendance requirements, and alignment with federal DD Act expectations.

The meeting adjourned at 3:37 PM.