

Draft

**State Rehabilitation Council (SRC)**  
**Bylaws Review Ad Hoc Meeting Minutes**

June 18, 2026

**Attendance**

**Members Present**

David Carey  
Janette Lopez  
Adam Robson  
Lisa Livesay

**Members Absent**

**Staff Present**

Lindsey Powers

**Guests Present**

**Minutes**

**Call to Order**

David Carey called the meeting to order at 1:03 pm. Introductions were made, and a quorum was present.

**Roll Call**

Members introduced themselves, and a quorum was established.

**Call to the Public**

A call to the public was made with no response forthcoming.

## **Approval of Meeting Minutes**

Janette Lopez motioned to approve the meeting minutes from the April 27, 2026 meeting. Lisa Livesay seconded the motion. The motion was approved by unanimous voice vote.

## **SRC Bylaws Review Discussion**

Janette Lopez stated that David Carey had submitted his assigned section of the bylaws which included the Committees section. Adam Robson noted that the font in green was the committee's proposed changes to the bylaws when presented to the full council members. Janette Lopez stated that David Carey's section included the roles of the Committees and who was eligible to serve on them. Adam Robson stated that he could review the final draft bylaws and make any changes to ensure consistent language throughout i.e, Chair or Chairperson. Lisa Livesay stated that she liked how the proposed bylaws were formatted in alignment with the purpose of the SRC. Adam Robson noted the current bylaws only mentioned the Executive Committee, and the proposed bylaws included the new stand alone committees as well. Janette Lopez stated that some of the duties previously assigned under the Executive Committee had been moved to the Nominating Committee.

Ms. Lopez allowed the committee time to review the complete bylaws and to suggest any additional changes. Adam Robson inquired whether the council position descriptions were accurate. Janette Lopez stated the language was pulled from Section 105. Lindsey Powers confirmed that she had not received any feedback or suggested changes regarding the position descriptions. Adam Robson stated the committee had made some changes to the language regarding member term limits to ensure clarity. He noted the proposed bylaws also included verbiage regarding council member absences at full council meetings and the process for suggesting a council member be removed from the council. Lisa Livesay inquired whether the council wanted to gradually change to using the term "Committee Lead" vs "Committee Chair" to avoid ambiguity with the Council Chair title. Adam Robson noted his preference with "Lead" and he could ensure the same title was used throughout the document. Mr. Robson stated that he would review the draft bylaws and make and required edits and/or format changes before sharing with Lindsey Powers and DES Graphics for overall design.

## **Agenda and Next Date of Meeting**

The next SRC Bylaws Review Ad Hoc Committee meeting is TBD.

## **Adjournment**

Adam Robson motioned to adjourn the meeting. Janette Lopez seconded the motion. The meeting was adjourned at 1:58 p.m.