

# Jefferson County Community Services

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**Pat Fontana**  
Board Chairperson

## People With Developmental Disabilities

Minutes for March 25, 2026

### Subcommittee Meeting

The meeting was called to order at 3:32 by Jennifer Draper in Molly Smith's stead.

**Members in Attendance:** Tina Cummings, Jennifer Draper, Gabriella Haycock, Melissa Rookman and Madeline Tolliver (v).

**Members Absent:** Micheal Lively and Molly Smith.

**Guests Present:** Melanie Auge (v), Karen Hoffman (v), Jordan Jones, Michelle McElroy, Michelle Monnat, Tina O'Neil, Alicia Ruperd and John Wilson.

**Privilege of the Floor:** No one wished to speak.

**Approval of minutes of December 3, 2025** – Motion: Tina Cummings. 2<sup>nd</sup>: Melissa Rookman.  
Minutes approved.

**Director's Report:** Tim and Alicia discussed the full-time position for an AOT coordinator for the Community Services office as well as information on the attached Director's Report.

**Open Topics:** Jennifer Draper discussed the SUNY Micro-credentials program with 9 credit hours with E-badge. Tina Cummings stated the Open House for DPAO is March 26, 2026, from 3-6 p.m.

**Next Meeting Date:** July 22, 2026, at 3 p.m., COB, 2<sup>nd</sup> floor conference room.

**Adjournment:** The meeting was adjourned at 3:50 p.m. Motion: Melissa Rookman. 2<sup>nd</sup>: Gabriella Haycock.

Respectfully Submitted,



Lois Boshane  
Secretary