

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, October 15, 2014
1:30p.m.

Members Attended:

Tami Wasson (FDC), Chair
K.C. Adalco (LDC), Vice Chair
LaDonna J. Brown (HQ)
Kerri Gavin (SDC)
Cindy Nelson (SDC)
Carol Johnson (SDC)

Guest:

Alice Lee (OHRAS-Support)
Kathleen Ozeroff (HQ)

Absent:

Nancy Britton (FDC) (*Excused absence*)
Mandy Stewart (LDC) (Inactive)
Nicole Patterson, OHRA Liaison (HQ - Support)

Tami Wasson called the meeting to order at 1:40p.m., and welcomed all members to the meeting.

- **Approval of July and September 2014 Minutes**

The minutes were reviewed and motion was made by Kerri Gavin to approve the July minutes and K.C. seconded. Vote was unanimous.

Motion made by LaDonna to approve September minutes and K.C. seconded. Vote was unanimous.

- **Sub-Committee Reports**

The *Fragrance and Chemical Sensitivities* article was scheduled to be posted today. Kathleen verified it was published during the meeting.:

By-Laws: K.C. and Kerri agreed to the proposed change to as follows:

Page 3, Article IV, MEMBERSHIP, Section I: Number of Members to The DAC shall be composed of

OLD: The DAC shall be composed of no less than five persons and no more than seven persons employed by DDS and appointed by the Director.

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Disability Advisory Committee (DAC)

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Wednesday, October 15, 2014
1:30p.m.

PROPOSED: up to five headquarters employees, up to two employees from each operating Developmental Center and Community Facility. Each person must be employed by DDS and appointed by the Director.

Page 4, Article IV, MEMBERSHIP, Section III: Term of Appointment

Any DAC member may re-apply for and be appointed to the DAC for an additional two-year appointment.

OLD: Members shall not serve for more than two consecutive appointments or four consecutive years.

PROPOSED: Members shall not serve for more than three consecutive appointments or six consecutive years.

Page 6, Article VI, MEETINGS, Section VII: QUORUM,

OLD: Four members of the DAC shall constitute a quorum for the transaction of DAC committee business.

PROPOSED: Half plus one of the DAC membership shall constitute a quorum for the transaction of DAC committee business.

Motion was made by Kerri to approve all changes to the bylaws and K.C. seconded. Vote was unanimous.

The changes to the Bylaws are to be submitted to Director Santi Rogers for approval. Kathleen said Nicole will prepare the Bylaws package for submission.

- **Old Business**

ADA Celebration/Employee Picnic Pictures: Nancy Lundgren had submitted the incorrectly identified pictures. Attempts will continue to be made to get the right photos.

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- **New Business**

DAC Website Update: Member photos were received from Carol Johnson, Kerri Gavin, K.C. Adalco, Cindy Nelson (now resigned). Photos pending are LaDonna, and Nancy. **ACTION:** Email reminder to be sent to those who have not submitted their photos. DAC minutes and agendas and membership updates to be submitted to ISD.

A National Disability Employment Awareness Month article with a link to the DAC website is to be posted, with a deadline before the end of October.

- Reports on Disability Awareness Month (Brown Bag Speaker Series)- Alice Lee: Alice announced that the third speaker of the Brown Bag series, Denise Davis, of the Alzheimer's Association is today. Attendance for the first session was approximately 13. The Second week was 14-16 in attendance. With all of the preparation, it was hoped that we would have seen more in attendance. Overall the presentations were very good and insightful.
- DC Reports on their DACs: K.C. accessed the Department of Labor's federal website for National Disability Awareness month. He said it is a good site. He was able to download and print posters and posted them in various areas, along with the executive areas at his facility. He also sent a general email to employees about this awareness month. The feedback he received was very good and employees expressed their appreciation and thought the information was good. There were no volunteers for this effort. Kathleen asked if the DC members would want to share their information they distributed at their DC in order to post on DAC website. **ACTION: Nicole, LaDonna and Kathleen** to decide where this information would appropriately fit on the DAC website.
- Report on Statewide :Disability Advisory Council (SDAC) Meeting (September 25, 2014): In Nancy Britton's absence, Alice reported that SDAC reported mainly on October awareness events. She told the DC members to check the OASIS website to see the various agency flyers about these events.
- Recruiting New :DAC Members: **ACTION:** Kathleen will draft the DAC recruitment letter for :Director Santi Rogers's review. The need for Canyon Springs, Porterville and HQ member representation will be expressed. K.C. said he spoke with Jessica Cornelius (EEOC) at FDC who is interested in becoming a DAC member.

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- **Open Agenda**

LaDonna informed the group that she has asked Michelle Edwards, Training Officer if she could be put on the New Employee Orientation to introduce the DAC and hand out material in hopes to gain more interest. **ACTION:** Kathleen encouraged the DC members to follow suit and approach their training officers to do the same.

Suggestion was made to have ISD create a Voter Poll on the OASIS homepage to ask employees what topics they would want to hear about in 2015.

Next Meeting November 12, 2014.

Meeting adjourned at 2:15p.m.

Respectfully Submitted:

LaDonna J. Ross
Secretary