

California Department of Developmental Services  
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes  
Wednesday, December 9, 2015  
1:30p.m.

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**Members In Attendance:**

Kerri Gavin (SDC), Vice Chair  
Ingrid Schonert (HQ), Secretary  
Alice Lee (OHRAS-Support)

**Guests:**

Ebenezer Ampah, OHRAS (HQ)

**Absent:**

Jason Scott (HQ)  
Nancy Britton (FDC)  
Nicole Patterson, OHRAS Liaison (HQ - Support)

Kerri Gavin called the meeting to order at 1:32 p.m. and welcomed all members and guests.

**I. Approval of September and October, 2015 Minutes**

- A quorum of members was not present, so approval of minutes was tabled until the next meeting.

**II. Sub-committee Reports**

- **Fairview DC Fragrance and Chemical Sensitivities** – No report
- **HQ Fragrance Sub-committee** – The cardboard display and pamphlets have been on a table in various locations in the building.

**III. Announcements**

- Kathleen Ozeroff is retiring, and Ebenezer Ampah has been appointed to the position.
- DAC Chair Tammi Wasson resigned from the committee.
- DAC Member K.C. Aldaco is no longer with the Department.

**IV. Old Business**

- **Website Updates** – Ingrid has taken over working with IT to post agendas and minutes on the web page monthly, and will make future updates as needed.

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- **Website Accessibility/Visibility** - Ingrid will bring suggestions for greater DAC visibility on Oasis to next meeting for members to review.
- **National Disability Employment Awareness Month (NDEAM) – October Activities**
  - SDC hosted a table in the lobby with statewide events, pamphlets, and DAC information.
  - Ingrid emailed disability awareness quizzes to the HQ information list email group and DAC members.
  - HQ has a display table with fragrance awareness display and pamphlets

**V. New Business**

- **Goals** – Further tabled. Increasing DAC membership is the primary focus.
- **Online Disability Survey** – Ebenezer will follow up with Kathleen on the participation in and outcome of the survey.
- **DAC General Email Box** – Ingrid is the only member with access. She will monitor the inbox and respond to and/or forward emails as appropriate. When a new Chair is elected, he/she will be set up with access as well.
- **November Meeting Date** –The November 2015 meeting, which had been rescheduled due to the holiday, was ultimately cancelled due to a change in call-in access code and low meeting attendance.

**VI. Open Agenda**

- **DAC Membership** – Due to a lack of DAC member quorum, nominations for a new DAC Chair will be held next month. The committee discussed the need to increase membership. Ebenezer will check with Kathleen on sending out a recruitment email. It was suggested that those interested be invited to attend a DAC meeting. Due to impending closures at the DC's, it is felt there will be limited interest in membership for those locations. Ingrid received an email in the DAC inbox today with a membership inquiry from a new HQ employee, and will speak to another employee who has voiced interest in the past.

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Meeting adjourned at 1:47 p.m.

**Next Meeting:** January 13, 2016

Respectfully submitted:

Ingrid Schonert