

California Department of Developmental Services  
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes  
Wednesday, June 10, 2015  
1:30p.m.

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**Members Attended:**

Tami Wasson (FDC), Chair  
K.C. Adalco (LDC), Vice Chair  
Ingrid Schonert (HQ)  
Alice Lee (OHRAS-Support)  
Kerri Gavin (SDC)  
LaDonna J. Brown (HQ)  
Jason Scott (HQ)  
Nancy Britton (FDC)

**Guests:**

Nicole Patterson, OHRAS Liaison (HQ - Support)  
Cassandra Davis, EEO Coordinator (SDC)

**Absent:**

Kathleen Ozeroff, OHRAS (HQ)

Tami Wasson called the meeting to order at 1:35 p.m.

**I. Approval of May 13, 2015 Minutes**

Motion made by Jason Scott to approve the May 13, 2015 minutes. Motion seconded by Kerri Gavin. Vote was unanimous.

**II. Sub-committee Reports**

K.C reported there no current information from the Fairview DC Fragrance and Chemical Sensitivities sub-committee's May meeting. There were nine (9) interested parties, yet two attended the meeting. The next meeting will be held in either late July or August. He said there should be more to report after the next meeting.

**ACTION:** K.C. to talk to Gloria Fong about awareness postings for the department website.

Kathleen reported that no HQ Fragrance and Chemical Sensitivities meetings held; however, information was received from other state Departments that they face the same obstacles as DDS does. A request was sent to ISD to see if meeting announcements on outlook can feature a fragrance awareness posting, to alert people to refrain from using fragrances prior to meetings. Gloria Fong, webmaster is following up on this.

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**III. Announcements**

DAC Member Resignation

Kathleen said the DAC can request of Director Santi Rogers to sign a new recruitment letter from HQ, PDC, and CS as CS and PDC are without representation.

**IV. Old Business**

Bylaws Update

Nicole reported that the bylaws were submitted to Director Santi Rogers and that they should be signed sometime within this month.

Website update/DAC Member Photos

Nancy Britton will send her full face photo directly to Nicole to be posted to the DDS website. She will also make sure photos of all current members are updated.

**V. New Business**

July 22, 2015 ADA Picnic and Social Committee Picnic Report:

Arrival time for activity table set-up is 10:00a.m. Kerri Gavin anticipates arriving to this day with Cassandra Davis.

Ingrid Schonert gave report on the Social Planning Committee meeting. The committee anticipates attendance of 400 at the picnic. The committee needs to know 1) How many outside guests are expected from HQ, 2) The theme is a Rodeo theme (cowboy/cowgirl) and 3) there will be more shade tents provided this year. Ingrid presented the DAC proposed ADA activities for the picnic and they were accepted. She also handed out the Social Planning Committee's action checklist for review.

**ACTION:** 1) Ingrid will scan and email the picnic action checklist to the DAC members; 2) LaDonna and Tami to email a list of anticipated needs to the group and let members review and add any suggestions. There is approximately \$80 for DAC use to utilize. It was suggested that some of the funds could be used to purchase gift cards as prizes for the picnic. *Ingrid suggested that for each activity that participant names can be dropped in a box for a prize drawing rather than try and offer a gift for each person. This would be more cost effective as well.*

Status of Approval for DC members to attend ADA Picnic.

Kathleen reported that Directors from all DCs (except CS) approved members and EEO Coordinators attendance. At PDC, the EEO Coordinator will attend, as no members yet.

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Planning for July DAC meeting and training

July meeting and training may need to be held in Afternoon. Kathleen reported that Denyse Curtright is confirmed to speak to the DAC on employment initiatives the DDS is working on for people with disabilities. She asked the group what other trainings or presentations would members find useful?

Plans for July 22, 2015 DDS ADA Picnic and DAC business meeting/training-  
Tami reported that our monthly meeting may need to be held in the afternoon.

- **Conference Room 218 - Reserved from 9:00am-1:00pm**
- **Conference Room 360 – Reserved from 1:00pm-4:30pm**

Motion made by Jason Scott to keep the regularly scheduled DAC meeting on July 8, and not on July 22 as it will be too hectic with the July 22 department ADA picnic activity set-up. Motion seconded by Nancy Britton. Vote was unanimous.

DAC Brochure Updates

Nicole indicated that we have faced frequent changes (every other month) to the brochure due to member resignations. It was suggested to the group to think about how to change the brochure information to avoid the energy spent by the department IT contact. It was suggested the group think about just showing the Chair and Vice Chair officers and their contact information or just show the DAC email address and say **“Contact us for more information at...”**

Continued Planning ideas for October National Employee disability Awareness Month (NDEAM)- Suggest getting a group formed to discuss activities for this event. **Discussion item to be included is recruitment of non-DAC member volunteers. This item is tabled for discussion at July meeting.**

Goals

Nicole and Tami suggested that the goals be discussed on July 22 after Director Santi Rogers and the guest speaker complete their time on agenda.

**ACTION:** Tami and LaDonna will put together the goal list and Nicole will be included in this pre-discussion.

SDAC

Alice reported that the SDAC were having their nominations for co-chair and debates as to whether or not co-chair biographies should be made option?

Meeting adjourned at 2:25 p.m.

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**Next Meeting:** June 10, 2015, 1:30 p.m. Room 331

Respectfully submitted:

LaDonna J. Ross