

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, August 8, 2018
1:32p.m.

Members in Attendance:

Ingrid Oliver: (HQ-Sacramento), Chairperson
Kerri Gavin: (Sonoma DC), Vice-Chairperson
Julia Edwards: (HQ-Sacramento), Secretary, SDAC Liaison
Maxine Tago: (Fairview DC)
Renee Clark: (Porterville DC)
Maxine Tago: (Fairview DC)
Shawna Gregg: (Porterville DC)
Joanne Alex: (HQ & Sonoma DC)
Carlitta Cole-Kelly: (HQ-Sacramento)
Elizabeth Mard: (HQ-Sacramento)
Ronald McCray: (HQ-Sacramento)
Erinn Kanney: (Fairview DC)
Daniel Cha: (Fairview DC)
Patty Jamal: (Porterville DC)

Guests:

Dena Ruiz: (OHRAS HQ)
Anthony Perez: (OHRAS HQ)
George Mabanglo: (OHRAS HQ)
Ebenezer Ampah: (OHRAS HQ)
Alex Saunders: (HQ-Sacramento)

Absent:

Shawna Gregg: (Porterville DC)
Jason Scott: (HQ-Sacramento)

DDS DAC met quorum ratio and began the meeting at 1:32p.m.
Introductions were made, and new members welcomed to DAC.

- **Approval of May 2018 Minutes**
 - Julia motioned, Kerri second, 1 abstention, rest in favor - **Motion Passed.**
- **Approval of June 2018 Minutes**
 - Kerri motioned, Julia second, 1 abstention, rest in favor- **Motion Passed.**

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- **Sub-committee Reports:**
 - **Increase Employee Representation and DAC Membership:**
 - Due to reaching the goal of increased DAC membership; this sub-committee has been suspended.
 - **Emergency Evacuation:**
 - **Headquarters:**
 - None at this time.
 - **Sonoma Developmental Center and other Developmental Centers:**
 - None at this time.
 - **NEO – Advertise DAC:**
 - Maxine at FDC indicated that EEO Coordinator has been including DAC in the NEO at FDC;
 - Ingrid indicated that she participated in NEO at HQ, and discussed DAC with new employees. She indicated that it was positive;
 - It was discussed that Ingrid and Julia will be sharing the NEO responsibility at HQ. Once they are informed of the times and dates by OHRAS, they will choose who will lead;
 - Discussion regarding the “Community State Staff” who have relocated employment from closing DCs to community employment was mentioned. DAC members would like to ensure that Community State Staff employees know about DAC and how they can reach out to a DAC member. Maggie Haller oversees the Northern California regions, and Sandy Middleton is responsible for the Southern California regions. Dena indicated that she will reach out and ensure that the Community State Staff know about DAC, and provide them with contact information.
 - **DAC Goals 2018-2019 & DAC Training:**
 - Ingrid reviewed the proposed 2018-2019 DAC goals;
 - Kerri motioned to approve them, Joanne second, all in favor- **Motion Passed;**

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- **The goals are as follows:**
 - Increase DAC membership percentage to 0.5 percent of current Department employees;
 - Support increase in hiring of people with disabilities at DDS through LEAP and other processes;
 - Arrange for lunchtime speakers on disability-related topics at HQ and DC's;
 - Ensure program concerns for employees with disabilities are taken into account in relation to move to new HQ building;
 - Seek guidance from DAC's of other departments and agencies to assist with improved outcomes for the DDS DAC.

- **DAC Membership Application:**
 - Dena reviewed the most recent draft of the DDS DAC membership application, and discussion was held;
 - Liz motioned to approve it, Kerri second, all in favor- **Motion Passed;**
 - Dena will work with OHRAS and ITD to post on the DDS DAC website.

- **Speakers and Trainings:**
 - This is a new sub-committee that is being formed to develop trainings, and bring speakers to DDS HQ, SDC, FDC, PDC, and Canyon Springs;
 - Discussion was held about the budget for speakers and trainings;
 - Discussion was held about what kinds of trainings and speakers DAC would be interested in bringing to DDS;
 - Renee at PDC is interested in heading this at PDC;
 - At this time, this sub-committee is tabled until next meeting, due to the first meeting with new DAC membership.

- **Announcements:**
 - Kerri indicated that she will be leaving SDC soon, and DAC will need to elect a new vice-chair member. Kerri is unsure when she will be leaving SDC. DDS DAC thanks Kerri for her years of service to the DAC, and she will be missed!

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- **Old Business:**
 - **DAC Elections- Sergeant of Arms position available;**
 - Discussed this with new membership and DDS DAC is asking for a new member to consider this position.
 - **Voting on GC§19795(b)(2);**
 - DDS DAC members were prepared to vote on a process to track DAC members who identify as having a disability. Based on a new suggestion from Alex (guest), it was decided that Julia will conduct a “Survey Monkey” survey to determine what percentage of DAC members have a disability;
 - This way it would be anonymous, and easy for all members to complete despite their physical location;
 - Julia will create and send out to DAC members prior to the September meeting, and announce the results in the September meeting.
 - It was also decided that this tracking will happen in January moving forward, alongside DAC elections.
 - **DAC Banner;**
 - Discussion was held about obtaining a banner for DDS DAC events;
 - Dena was going to check in on the cost through vista print;
 - The team decided to work on a process of obtaining a unique logo for DDS DAC to use for the banner;
 - This will be tabled until next DAC meeting for further discussion.

- **New Business:**
 - **Disability Awareness Month:**
 - Ingrid indicated that October is Disability Awareness month;
 - She discussed that now that we have new members, we have the capacity to plan an event, or work in tandem with other agencies DAC for this month. This will help to bring awareness to DDS employees, and promote DDS DAC;
 - Kerri indicated that at SDC, there is a large bulletin board for Disability Awareness month, and they pass out flyers;
 - We discussed that this can fall under the new sub-committee for speakers and trainings for next month;
 - Ingrid asked new members to be thinking about ideas on how to promote DAC and Disability Awareness month in their locations;
 - It was also discussed that if we are not able to make a big impact this year, next year will be better due to increased DAC membership.

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- **Open Agenda:**

- Ebenezer indicated that on October 18th, 2018; the California Highway patrol will be putting on a disability fair at the capitol from 10am to 2pm;
- Discussion about the ADA celebration at the State Capitol, held in July, and how important it was to have DDS at that event;
- Dena indicated that from that event, many agencies and individuals have come forward asking for DDS to participate in events, and/or speak for trainings;
- Dena and Ebenezer agreed to forward the requests to the DAC membership, and ask if DAC members are interested in assisting in these events.

Meeting adjourned at 2:33p.m.

Next Meeting: September 12, 2018

Respectfully submitted: Julia Edwards