

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, December 12, 2018
1:33p.m.

Members in Attendance:

Julia Edwards: (HQ-Sacramento), Secretary, SDAC Liaison
Joanne Alex: (HQ & Sonoma DC), Sergeant- At-Arms
Elizabeth "Liz" Mard: (HQ-Sacramento)
Ronald McCray: (HQ-Sacramento)
Alex Sanders: (HQ-Sacramento)
Maxine Tago: (Fairview DC)

Guests:

Dena Ruiz: (OHRAS-HQ)

Absent:

Ingrid Oliver: (HQ-Sacramento), Chairperson
Jason Scott: (HQ-Sacramento)
Patty Jamal: (Porterville DC)

DDS DAC met quorum ratio and began the meeting at 1:33p.m.

- **Approval of November 2018 Minutes:**
 - Julia motioned, Ronald second, all in favor - **Motion Passed.**
- **Sub-committee Reports:**
 - **Emergency Evacuation:**
 - **Headquarters:**
 - DDS HQ had a fire drill on 12/6/2018. Anthony Perez of OHRAS attended as a part of the safety team. Since he was not at this DAC meeting, Dena agreed to ask him how it went, and if there was a post mortem to discuss how the process could improve. Dena indicated that non-ambulatory staff made it to the meeting spot in a timely fashion and sensed that it went well.
 - **Sonoma Developmental Center and other Developmental Centers:**
 - None at this time.

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- **Speakers and Trainings:**

- Liz made contact with Eric Nelson, SDAC Co-Chair, to ask him if he would speak to our DAC at a meeting. He said he would video conference in. All DAC members agreed it would be beneficial to ask him to speak at January's DDS DAC meeting. Liz agreed to invite him.
- George reached out to DDS HR and learned that OHRAS holds the position of LEAP coordinator. Dena investigated further, and learned that the DDS LEAP handbook is outdated (2001). George is currently collaborating with Cal-HR on current LEAP policies to update DDS policies and procedures. Once this is completed, OHRAS will collaborate further with DAC on how to recruit LEAP candidates. Dena agreed to provide DAC monthly progress updates until the manual is completed.
- DDS DAC is still interested in having a Reasonable Accommodation (RA) training for DDS staff. Dena indicated that Cal-HR is currently updating the RA policies and OHRAS will inform DDS DAC of the policy completion. At that time then DDS DAC and OHRAS can further discuss a training for DDS employees.

- **DAC Recruitment and Renewals:**

- Dena indicated that the DAC recruitment letter and email are currently under review with the DDS Director. Upon approval, OHRAS will send out to DDS Staff in an email blast. Then DDS DAC and OHRAS will collaborate efforts to approve membership applications.

- **Signage and Logo Committee:**

- Joanne created a "DAC Logo" contest flyer and DDS DAC voted on the "artistic" flyer for the logo contest.
- Ingrid is trying to obtain a meeting with the DDS Director Nancy Bargmann to discuss the implementation of the contest. Once the Director approves, then DDS DAC will proceed with rolling out the contest. It was suggested that Ingrid also invite Nancy Bargmann to an upcoming DAC meeting during her face to face with the Director.

- **Announcements:**

- None at this time.

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- **Old Business:**
 - **DAC Elections:**
 - Alex Sanders for Vice-Chair: All in Favor - **Motion Passed.**
 - Elizabeth Mard for SDAC Liaison: All in Favor - **Motion Passed.**
 - Ronald McCray will attend SDAC meetings as back up to Liz if she is unable to attend. At times, Ronald might attend with Liz if it is relevant to DDS DAC topics and concerns.
 - **Intelligent Lives Update:**
 - Liz and Joanne both attended the viewing of the show.
 - The subcommittee is undecided on moving forward in pursuing this as a presentation for DDS staff.
 - Pro and con discussion followed, and the subcommittee will reconvene to discuss if this would be appropriate for DAC.
 - Julia and Alex offered to be on the subcommittee for the speaker and trainings to assist in decision making for this viewing; and now are on this subcommittee.
- **New Business:**
 - **SDAC Update:**
 - Julia presented notes from the most recent SDAC meeting.
 - Discussion surrounding the SDAC “DAC Score Card” followed.
 - DDS DAC scored a “B”.
 - In efforts to strengthen our DAC, DDS DAC chose to create a new subcommittee, called the “ADA Compliance Subcommittee”.
 - **ADA Compliance Subcommittee:**
 - The ADA Compliance Subcommittee will work with DDS management, customer support, and DGS to fix areas of the building that are not ADA compliant.
 - Current concerns are surrounding bathrooms, elevators, water fountains and doors to work spaces that are currently not meeting ADA standards for non-ambulatory staff to access with ease.
 - It was suggested the DAC discuss these issues with DDS Director when (and if) she attends a DAC meeting in order to understand her level of support and glean an understanding of the proper channels to solve these issues.
 - New Subcommittee Members: Ronald McCray, Alex Sanders, Dena Ruiz, Julia Edwards.

Meeting adjourned at 2:30p.m.
Next Meeting: January 9, 2019
Respectfully submitted: Julia Edwards