

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, December 13th, 2017
1:30p.m.

Members in Attendance:

Ingrid Oliver (HQ), Co-Chair
Julia Edwards (HQ) Secretary
Cindy White (SDC)
Maxine Tago (FDC)
Jason Scott (HQ)

Guests:

Ebenezer Ampah (OHRAS HQ)
George Mabanglo (OHRAS HQ)

Absent:

Shawna Gregg (PDC)
Renee Clark (PDC)
Kerri Gavin (SDC), Chair

Ingrid Oliver called the meeting to order at 1:33 p.m. and welcomed all members and guests. Introductions were made.

I. Approval of November 2017 Minutes

- Julia made the motion to accept the November meeting minutes, motion to accept seconded by Maxine. Minutes approved by unanimous vote. The minutes will be posted on the DAC page of the DDS website.

II. Sub-committee Reports

- **DAC By-Laws** – Will discuss further in the “Old Business” section of the DAC.
- **Increase Employee Representation and DAC Membership** – Ebenezer has drafted the letter for DAC nominations and it is currently at the Directors office. Once approved Ebenezer will give to DAC Secretary to post to the DAC web page. OHRAS will then send out a mass e-mail to HQ and all DCs requesting DAC membership applications. Once applications are reviewed by the DAC, the requests will be forwarded to the DDS Directors office for approval.
- **Emergency Evacuation** – George reported that all the sites have plans at this time. SDC did great with their plan as they successfully evacuated SDC with the recent fires to the Dixon Fair Grounds.

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Disability Advisory Committee (DAC)

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Wednesday, December 13th, 2017
1:30p.m.

We discussed that HQ had the reorganization of desks recently and wanted to ensure that all at HQ feel trained in the new plans since the change. George said he will talk with Marc Williams, Health and Safety Officer, about the plans and will let us know.

- **NEO – Advertise DAC** - DAC continues to await the approval of the updated By-laws to include additional information regarding DAC into the presentations.

III. Announcements

- None at this time.

IV. Old Business

- **DAC By-Laws** – Ingrid has finalized the by-laws with the DDS attorney. Ingrid presented the changes and there was discussion prior to the motion and vote. The motion to move them to the DDS Director for approval was made by Cindy White, Maxine Tago second, the motion passed with all in favor, except one abstention.
- **Membership** – Ebenezer has drafted a letter regarding DAC membership opportunities and is waiting for Director Nancy Bargmann’s signature. As there are openings for HQ staff under the current by-law limitations, it can be sent out prior to approval of the revised by-laws.
- **DAC Budget** – Ingrid and Julia met to create a DAC Budget. It was reviewed and discussed by the committee. All agreed that it is a reasonable request. Also, it will help promote the DAC and realize our 2018 Goals. The membership voted to move it onto Tamara Rodriguez for approval. Cindy White made the motion to approve the DAC Budget, Julia Edwards second, the motion passes with all in favor. Ebenezer will meet with Tamara and let us know at the next meeting the outcome of the meeting.
- **2018 Goals** – The DAC discussed various ideas for the 2018 goals. The DAC will finalize the DAC goals at the 1/2018 meeting. Some ideas are as follow:

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- **Increased membership percentage**
- **Increased hiring of people with disabilities through LEAP at DDS.**
- **DAC lunchtime speakers**
- **Deeper involvement with the SDAC**
- **Work with other DACs to provide guidance on how to direct improved outcomes for the DDS DAC**

The team removed the initial goals of finalizing the by-laws as they are completed and awaiting the DDS Director's signature.

V. New Business

- Nominations for DAC positions will be held at the January, 2018 meeting. Voting for the new positions will take place in February, 2018.

VI. Open Agenda

- Cindy White inquired on continued DAC membership once SDC has closed. Ebenezer indicated that she can continue to participate as long as she is an employee of DDS and is within her terms of membership.

Meeting adjourned at 2:01p.m.

Next Meeting: January 10, 2018

Respectfully submitted: Julia Edwards