

California Department of Developmental Services  
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes  
Wednesday, November 8th, 2017  
1:30p.m.

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**Members in Attendance:**

Ingrid Oliver (HQ), Co-Chair  
Renee Clark (PDC)  
Julia Edwards (HQ) Secretary  
Cindy White (SDC)  
Maxine Tago (FDC)

**Guests:**

Ebenezer Ampah (OHRAS)

**Absent:**

Shawna Gregg (PDC)  
Jason Scott (HQ)  
Kerri Gavin (SDC), Chair

Ingrid Oliver called the meeting to order at 1:38 p.m. and welcomed all members and guests. Introductions were made.

**I. Approval of September 2017 Minutes**

- Julia made the motion to accept the August 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** – Still awaiting the approval of the By-Laws for approval.
- **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 DC's requesting DAC membership applications. Once the deadline is over and all submissions are in, DAC will review the membership requests. Once DAC determines the membership, DAC will request for the DDS Director to approve their appointments.
- **Emergency Evacuation** – George was absent and could not report on Emergency Evacuation plan at this time.

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- **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

### IV. Old Business

- **DAC By-Laws** – Still in process of approval. One last section needed to be addressed prior to routing to the Director's office. Ingrid needs DAC members to weigh in on the removal of Section III: Special Meetings and Section IV: Closed meetings. DDS's legal department has recommended removing them since DAC has not previously had these kinds of meetings. Ingrid will e-mail DAC members to review this information to make a decision about the status of these sections. Decision will be voted on at the December, 2017 DAC meeting.
- **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** – DAC will be creating a DAC Budget sub-committee.

### V. New Business

- **DAC Budget** – Ingrid, Renee and Julia will form a DAC Budget sub-committee. In this committee they will create an outline to determine what kind of funding the DAC will require to meet its 2018 goals. Julia will lead group and set up time to begin the budget outline.
- **2018 Goals** – The DAC discussed various ideas for the 2018 goals. The DAC will finalize the DAC goals at the 12/2017 meeting to be prepared for 2018. Some ideas are as follow:
  - **Increased membership percentage**
  - **Finalize By-Laws**
  - **Increased hiring of people with disabilities through LEAP at DDS.**
  - **DAC lunchtime speakers**
  - **Deeper involvement with the SDAC**

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- **Work with other DACs to provide guidance on how to direct improved outcomes for the DDS DAC**
  - **2018 Meeting Schedule** – Ingrid has scheduled all 2018 meetings for DAC and reserved the room as well. It will continue to be on the third Wednesday of each month at 1:30 in Room 331. Thanks Ingrid!

**VI. Open Agenda**

- **No comments.**

Meeting adjourned at 1:58p.m.

**Next Meeting:** December 13, 2017

Respectfully submitted: Julia Edwards