

California Department of Developmental Services  
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes  
Wednesday, September 12, 2018  
1:32p.m.

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**Members in Attendance:**

Ingrid Oliver: (HQ-Sacramento), Chairperson  
Julia Edwards: (HQ-Sacramento), Secretary, SDAC Liaison  
Joanne Alex: (HQ & Sonoma DC)  
Elizabeth "Liz" 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)

**Absent:**

Kerri Gavin: (Sonoma DC), Vice-Chairperson  
Shawna Gregg: (Porterville DC)  
Jason Scott: (HQ-Sacramento)  
Maxine Tago: (Fairview DC)  
Renee Clark: (Porterville DC)

DDS DAC met quorum ratio and began the meeting at 1:32p.m.

- **Approval of August 2018 Minutes:**
  - Elizabeth motioned, Joanne second, all in favor - **Motion Passed.**
- **Sub-committee Reports:**
  - **Emergency Evacuation:**
    - **Headquarters:**
      - None at this time.
    - **Sonoma Developmental Center and other Developmental Centers:**
      - None at this time.

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- **NEO – Advertise DAC:**
  - Ingrid and Julia will be presenting the DAC at HQ NEO on 9/13/2018;
  - FDC reported that Maxine presented DAC at FDC's annual training.
  
- **Speakers and Trainings:**
  - Liz suggested recruiting internal employees to do lunch time speech &/or trainings;
  - Julia indicated that Liz may consider being on this sub-committee, and Liz accepted;
  - Ingrid indicated that DAC can work with ITD to set up video conferencing to the DCs so that we can ensure they have opportunities for inclusion in DAC Events;
  - Joanne suggested starting with a Human Rights training. That this can help get to the core of our mission and help bring this point to the forefront;
  - Julia suggested that Joanne consider being on the sub-committee, and Joanne accepted;
  - Dena indicated that CAL HR is currently writing new Reasonable Accommodation policies that will include policy surrounding service animals. Dena indicated that once they complete the new policies, that DDS DAC might consider inviting CAL HR to come and train at lunchtime. Dena indicated the new policy will be completed by the end of Governor Brown's administration.
  - Julia indicated that while at the ADA celebration at the State Capitol in July that DOR DAC had stopped by our booth, and entertained the idea of training/speaking at each other's lunchtime events, and after October to reach out to begin coordination.
  
- **DAC Recruitment and Renewals:**
  - Julia's term is expired and cannot vote until renewal is approved by the DDS Director;
  - Julia will reach out to the members whose terms are expired or getting close, to submit the renewal form. Dena would like to submit all of the renewals together, along with Alex Saunder's application.

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- **Announcements:**

- Julia requested that a DAC member attend September's SDAC meeting in her place, as she will be traveling for work;
- Ronald and Joanne are both interested in attending;
- It was also discussed that there is a call-in number, and DC DAC members can call in to participate;
- Julia will resend the SDAC info out to the DAC members, and ensure that Joanne and Ronald both have the information regarding the SDAC location.

- **Old Business:**

- **Voting on GC§19795(b)(2):**

- Based on Alex's suggestion from the August 2018 DAC meeting, Julia was able to set up a Survey Monkey Survey, with the help of ITD;
- The survey is completely anonymous, and will tally up the % for the DAC;
- The survey was sent to DAC members on 9/11/2018 and will close on 9/14/2018;
- Upon completion of the survey, Julia will share the results with the DAC members via email, and then at the October meeting, will discuss the results and add them to the meeting minutes;
- ITD will retain the survey, so that in January DAC will conduct the survey again, and annually thereafter.

- **Disability Awareness Month:**

- Ingrid discussed the difficulty that DDS DAC has had in attaining membership and getting the by-laws approved, which is why DDS may not have a huge event this year. She did indicate that she believes we still should celebrate, and try to promote the DAC this month;
- Ingrid suggested having some activities that could be emailed out, or accessed through Oasis;
- Joanne suggested having a banner in the lobby to celebrate and promote DAC;
- Discussion was held about obtaining a banner from ITD, and Julia agreed to reach out to ITD to see if they can help DAC create a banner;

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- Ingrid mentioned that coordinating with Melanie Manus, DDS staff, maybe a great way to promote at lunch in the atrium. Melanie may already has a lunchtime board game activity, and possibly, DDS DAC can have a table with DAC activities, membership applications, and the banner promoting the DAC, when he is doing a lunchtime board game event;
  - Joanne suggested having a “suggestion box” on the table. This could be two-fold, as employees can add in suggestions on what they want from the DAC, and also as a mechanism to allow people to write down issues/problems they face at DDS with regards to issues surrounding disabilities;
  - Joanne is willing to reach out to Marc and ask if he would be interested in having an Disability Awareness Game Day;
  - DAC also discussed the root of why we are here, and that is to help solve problems, and be an alternative route for employees to turn to when they are facing adversity in the workplace;
  - DAC also discussed how DC DAC members could have access to Oasis, so they can have access to online activities. It was mentioned they do have access to Oasis, but it is a link that is not highly visible on their intranet;
  - DC DAC members do have an electronic newsletter, and perhaps, DAC information could be added to the newsletter to reach more DC staff.
- **DAC Banner:**
    - Dena brought information about the Vista Print table cloth for DDS DAC;
    - They start at \$170.00.
    - Dena also discussed standup signage that DDS has purchased for HR events; however, these are costly. DAC decided that DDS DAC can request to borrow them from HR for events vs. purchasing for DAC events;
    - The DAC members agreed that we should move forward with the tablecloth, however, we will need a DDS DAC logo;
    - We discussed the idea of having a logo contest with DDS employees; since DAC can't give away prizes, it was discussed that they can be presented with a certificate at the annual all-staff meeting, given by the DDS Director;
    - This will be a great way to involve DDS employees, the DDS Director, and get DAC info out to employees;
    - Ingrid and Julia agreed to help work on promoting a logo contest.

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- **October Highway Patrol Disability Fair:**
  - Ebenezer will forward the information to the DAC members again and follow-up with CHP to set up a DDS table at their fair;
  - Julia believes she can attend, and will request approval from her supervisor, upon confirmation of DDS DAC presence at their fair.
- **DAC Elections- Sergeant-At-Arms position available:**
  - Discussed this with new membership and DDS DAC is asking for a new member to consider this position;
  - Julia indicated that Alex is interested; however she is not an appointed member yet;
  - Joanne indicated that she would be willing to do it if Alex declines.
- **New Business:**
  - **DAC Elections:**
    - Most likely there will be a Vice-Chair position coming open soon, as Kerri Gavin may be leaving Sonoma Developmental Center soon due to closure;
    - Julia indicated that Joanne might consider this as an option if she is interested in being an elected official; however, anyone on the DAC is willing to run for this position, as well as the Sergeant-At-Arms position.
  - **Inclusion of DC DAC members to be included in meetings:**
    - Julia indicated that we are now going to move into a larger room at HQ for the meetings as of October, and she will reach out to ITD on how to do video conferencing for DC DAC members;
    - DC DAC members indicated that they use their own cell phones to call in and don't mind using Zoom or Skype to call in;
    - Julia indicated that we want to make sure there is an avenue for all staff to video conference in with DDS owned technology, so that everyone who does not have the ability to use their own phone has access;
    - Dena mentioned that the DDS State Staff Employees who work in the field do not currently have email access;
    - Dena mentioned that she would work with Maggie Hollar, their EEO connection, to ensure that they have access to the DAC with brochures and access to call in to meetings if they choose to.

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- **ESPN story- NBA Players come forth acknowledging mental health challenges:**
  - Daniel discussed that he recently heard a story on ESPN about Kevin Love, a basketball player for the Cleveland Cavaliers, came forth on mainstream media, acknowledging his issues with panic attacks, along with other prominent NBA players;
  - Daniel believes this is an incredible topic, and that DAC could use this as a way to get DDS employees involved;
  - Julia indicated that it could be a great training or lunchtime speaker activity, and a great way to help employees know that there are resources to turn to for help, not only for themselves, but how to help family members, and to have more successful interactions with coworkers;
  - Julia suggested that Daniel consider being on the speaker/training subcommittee, and he indicated he will consider. Julia indicated that he could just do this one thing, and then exit the committee if he wishes. The committees are flexible, and meet the needs of the DAC as necessary;
  - Dena indicated that we can possibly work alongside of Marc Williams in getting training off the ground as he has access to speakers etc. who can help with this, and possibly look into EAP, to see if they have any trainers who can come out to speak with DDS employees;
  - Dena shared about how DMV did this alongside of their health and wellness committee, and how some of these ideas can be implemented into DDS DAC. Julia indicated that we could discuss more at the next DAC meeting, as this is a great topic, and will be a powerful way to demonstrate how DAC can improve DDS employees' wellbeing.
  
- Open Agenda
  - **Supported Life Institute Conference:**
    - Liz indicated that the annual Supported Life Institute Conference will be held on October 4-5, 2018, at the Crown Plaza Hotel in Sacramento, CA;
    - Liz discussed the conference, how it is a mechanism to help professionals, and consumers, to better service delivery outcomes;
    - Liz also indicated that they are looking for volunteers to be conference moderators;

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- That people can volunteer for both days, or one or the other; and volunteers must moderate two sessions each day in order for the conference to be free;
- Ronald asked if this is on state paid time, and Liz indicated that he will need to request time from his supervisor, if not he, or anyone who is interested, will need to take time off to do this;
- Liz indicated that she would email the DDS DAC members the information on how to volunteer.

Meeting adjourned at 2:32p.m.

**Next Meeting:** October 10, 2018

Respectfully submitted: Julia Edwards