

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, January 9, 2019
1:32p.m.

Members in Attendance:

Ingrid Oliver: (HQ-Sacramento), Chairperson
Alex Sanders: (HQ-Sacramento), Co-Chairperson
Julia Edwards: (HQ-Sacramento), Secretary,
Joanne Alex: (HQ & Sonoma DC), Sergeant- At-Arms
Elizabeth "Liz" Mard: (HQ-Sacramento), SDAC Liaison
Ronald McCray: (HQ-Sacramento)
Patty Jamal: (Porterville DC)
Renee Clark: (Porterville DC)

Guests:

Dena Ruiz: (OHRAS-HQ)
Stacie Reed: (HQ-Sacramento)

Absent:

Maxine Tago: (Fairview DC)

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

- **Approval of December 2018 Minutes:**
 - Alex motioned, Patty second, all in favor - **Motion Passed.**
- **Sub-committee Reports:**
 - **Emergency Evacuation:**
 - **Headquarters:**
 - Update! DDS HQ had a fire drill on 12/6/2018. Dena reported that Marc Williams has concluded his report on the recent fire drill.
 - According to Marc, the drill went well and there were no concerns.
 - Ingrid indicated that she did not have a good experience with the drill, as she and other staff were trapped in the stairwell.
 - Ingrid mentioned that she has had a series of personal events that have prohibited her from reaching out to Marc about her challenges in the stairwell.
 - Dena requested that she mention this to Marc immediately so he can update his report, and Ingrid agreed.

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- Now that the drill has happened, and overall the drill was successful, despite the stairwell incident, that DAC agrees to table this subcommittee, until it becomes necessary to develop in the future.

- **Sonoma Developmental Center and other Developmental Centers:**
 - None at this time.

- **Speakers and Trainings:**
 - Eric Nelson Ph.D., the SDAC Co-chair participated virtually in today's meeting.
 - Eric provided a compelling presentation about hidden disabilities in the workplace, by describing his own personal challenges concerning ADHD, processing disorder, and reading disability.
 - Eric offered strategies that would be helpful for anyone who experiences challenges in the workplace do to these barriers.
 - Eric will be sending these via email to the DAC to begin collecting information regarding disabilities in the workplace.
 - We ran out of time, and we will be inviting Eric to the next DAC meeting to finish his presentation, and to answer questions.

- **DAC Recruitment and Renewals:**
 - Dena indicated that the DAC recruitment letter and email are still 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.
 - Stacie Reed attended the DAC meeting today, and she is in the process of application submission.

- **Signage and Logo Committee:**
 - Ingrid is setting up a meeting with the Director's office to discuss the contest.
 - Once approved, Ingrid and the subcommittee will begin the roll out of the contest.
 - Dena is consulting with DDS's Legal Affairs Office on the logo contest rules.
 - There are rules around the ownership of the logo once it is completed.
 - Joy in legal indicated that anything made during State time, the State owns.

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- Joy will assist in identifying any other legal concerns regarding the contest through consultations with the Sign and Logo Committee.
- **ADA Taskforce:**
 - The ADA “Subcommittee” has now become the ADA Taskforce.
 - Two meetings have happened so far:
 - Initial meeting on 1/3/2019 with Dena, Alex and Julia.
 - Subsequent meeting on 1/8/2019 with Marc Williams (Health and Safety officer), Dena, Ronald, Alex and Julia.

Initial Meeting (1/3/2019):

- Dena indicated that Marc would be our go-to person.
- Marc has been tracking ADA Compliance Requests since 2015, and many are unresolved.
- We discussed our desires and mission of the subcommittee.
- We discussed the differences between “Compliance” and “Maintenance” Requests.
- Scheduled meeting to talk with Marc Williams.
- Alex and Julia toured the building to look for ADA compliance issues to report to Marc.
- Drafted findings in excel spreadsheet, and created an outline for discussion with Marc.

Second Meeting (1/8/2019):

- Marc is excited that we are forming this group; he believes it will motivate DGS to make necessary repairs.
- Julia and Alex will be invited to monthly meeting with DSH, DHHS, DDS (Customer Support), and DGS to voice DAC concerns about ADA compliance matters.
- Reviewed current issues that we found on our tour.
- Marc will be submitting requests for repairs on these items immediately.
- Alex and Julia to track timeline on the requests.
- We also proposed that we want a ticketing system developed for staff to make repair requests through SharePoint.
- Meeting scheduled on 1/17/2019 with Michael Sanchez to propose ticketing system.

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- System will also be a general “fix-it” request vehicle, for other items not related to ADA compliance.
- The benefit to this is to ensure the safety of all staff, in maintaining a safe work environment.
- Marc will send out all staff email requesting that staff voice concerns about problem areas, so we can capture all issues, and triage based on ADA compliance vs. maintenance.
- Proposed ADA wish-list including:
 - Blue Curbs painted on 8th and 9th street for ADA loading access.
 - Sharps disposal in quiet rooms.
 - Request for an ADA button to be installed on 3rd floor between DSH and DCD. (Door very heavy, making access challenging.)
- **Announcements:**
 - Jason Scott is no longer at DDS, and effectively no longer on the DAC.
 - Since he was DAC’s legal contact, Ingrid has had communications with Hiren Patel, DDS’s Chief Council, to request a replacement contact.
 - Hiren assigned Joy Rosenquist, from DDS’s Office of Legal Affairs, to be our legal contact for DAC.
 - DAC members agreed that it would be better for her to be a contact versus her as a member, in order for her to retain a neutral stance.
- **Old Business:**
 - None at this time.
- **New Business:**

Meeting adjourned at 2:32p.m.
Next Meeting: February 13, 2019
Respectfully submitted: Julia Edwards