

California Department of Developmental Services
Disability Advisory Committee (DAC)

Teleconference Meeting Minutes
Wednesday, May 8, 2019
1:36p.m.

Members in Attendance:

Ingrid Oliver: (HQ-Sacramento), Chairperson
Alex Sanders: (HQ-Sacramento), Co-Chairperson
Joanne Alex: (HQ & Sonoma DC), Sergeant- At-Arms
Elizabeth "Liz" Mard: (HQ-Sacramento), SDAC Liaison
Ronald McCray: (HQ-Sacramento)
Hope Beale (HQ-Sacramento)
Jessica Love (HQ-Sacramento)
Maxine Tago: (Fairview DC)

Guests:

Dena Ruiz: (OHRAS-HQ)
Anthony Perez (OHRAS-HQ)

Absent:

Julia Edwards: (HQ-Sacramento), Secretary
Renee Clark: (Porterville DC)
Patty Jamal (*Approved Leave*): (Porterville DC)
Stacie Reed (HQ-Sacramento)

DDS DAC met quorum ratio and began the meeting at 1:36p.m.

- **Approval of April 2019 Minutes:**
 - Ingrid moved to approve the April minutes and Alex seconded, with the following change:
 - On page three, under the agenda item New Business, the second bullet point should read: DDS should be at 13%.
 - Motion passed unanimously.
- **Sub-committee Reports:**
 - **Speakers and Trainings:**
 - Subcommittee met and discussed a plan to set up speaker/training and activities set up for the July ADA Picnic.
 - The committee discussed the following topics for the speaker/training and activities prior to the July ADA Picnic:
 - Silent Disabilities (e.g., attention deficit disorder, attention deficit hyperactivity disorder, dyslexia, mental health, etc.)
 - Disability Etiquette
 - Accessible ADA Compliant Documents
 - New Building ADA Compliance
 - Inspirational Speaker
 - Learning about Community Resources

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- The committee suggested to have an award recognition during the speaker/training and activities.
- A question about staff/employee recognition will be included in the survey.
- These training topics, including the question about employee/staff recognition will be sent directly to Dena for approval from the Director's Office (DO).
- Upon approval from the DO, Alex will submit an ITD request and create a survey for distribution to staff.
- Dena will obtain information from a different Agency on how they conduct trainings, and award recognitions for staff.
- Joanne Alex will no longer be available to participate in this subcommittee.

- **DAC Recruitment and Renewals:**
 - One of the individuals was not eligible to become a member; however, three applications were approved.
 - Jessica, Hope, and Stacie were welcomed.

- **Signage and Logo:**
 - None at this time.

- **ADA Taskforce:**
 - The building manager has been receptive to DAC working with her on ADA compliance concerns.
 - Some concerns have been addressed; however, this is a work-in-progress.

- **DDS DAC Homepage:**
 - Ideas have been shared; however, there are no further updates.

- **Announcements:**
 - None at this time.

- **Old Business:**
 - Liz discussed a survey that should go out to staff on learning about different disabilities.
 - Liz also discussed the possibility of providing education to each section about reasonable accommodations for individuals with different disabilities.

- **New Business:**
 - **LEAP Updates:**

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- Current positions through LEAP are the Staff Services Analyst and Program Technician.
- California Department of Human Resources (CalHR) is attempting to add LEAP positions for Associate Governmental Program Analyst (AGPA) classifications and above.
- Individuals in OT (LEAP) positions can now apply for SSA (LEAP) positions.
- DDS' Human Resources hired someone in LEAP.
- Individuals who are LEAP certified can take LEAP exams and apply for LEAP positions.
- The contacted person at CalHR for LEAP-related questions is Jerry Gibbins.
- The committee discussed that it would be helpful to learn how to get LEAP certified.
- Some LEAP positions may require a 1-year probationary period; however, the State Controller's Office and State Personnel Board's database only allows up to nine (9) months and the probation will end at nine (9) months.
- For individuals in a LEAP position, an evaluation is needed every 30 days for either 6 or 9 months, or 1 year.

- **DAC Officer Elections:**
 - Ingrid resigned her position as the DAC Chairperson.
 - Julia has been nominated for as the new DAC Chairperson and will complete Ingrid's term.
 - The committee voted for Julia to be the new DAC Chairperson.
 - The motion passed unanimously.
 - Joanne may be resigning her position as Sergeant of Arms. The position may be available, but she will inform the committee during the June meeting.
 - The Secretary position is available, if any members are interested.
 - Officer elections are held in January, and elections occur in February.

- **OHRAS Workforce Analysis:**
 - In 2017, 9 individuals with disabilities were hired.
 - In 2018, 22 individuals with disabilities were hired.
 - The analysis is due in June 2019 and was sent to the Director's Office for review. The report is not yet final.
 - The committee can contact Anthony for any questions regarding the report.

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- **Bring Your Child to Work Day on Event Outcome:**
 - Children participated in the DAC activities.
 - The event was successful.

- **Open Agenda:**
 - None

Meeting adjourned at 2:30p.m.
Next Meeting: June 12, 2019
Respectfully submitted: Alexandra Sanders