

California Department of Developmental Services
Disability Advisory Committee (DAC)
Teleconference Meeting Minutes
Tuesday, February 11, 2020
1:30 p.m.

Members in Attendance:

Julia Edwards: (HQ-Sacramento): DAC Chairperson
Hope Beale: (HQ-Sacramento)
Ronald McCray: (HQ-Sacramento)
Anastacia "Stacie" Reed: (HQ-Sacramento), Secretary
Alexandra "Alex" Sanders: (HQ-Sacramento), Vice-Chairperson
Nataki Owino: (HQ-Sacramento)

Guests:

Dianne Robbins, Esq.: (HQ-Sacramento)
Dena Ruiz: (HQ-Sacramento)
Angela Romero: (HQ-Sacramento)
Mario Solis: (HQ-Sacramento)
Hussain Quettewala: (HQ-Sacramento)
Jessica Ross: (HQ-Sacramento)
Brandon Marin: (HQ-Sacramento)
Ralph Jewell: (HQ-Sacramento)
Chuck Seielstad: (HQ-Sacramento)

Members Absent:

Jessica Love: (HQ-Sacramento)
Renee Clark: (Porterville DC)
Patty Jamal: (Approved Leave): (Porterville DC)
Elizabeth "Liz" Mard: (HQ-Sacramento)
Caitlin Fitzwater: (California Arts Council (CAC), DAC Representative
Nicole Sanchez: (California Arts Council (CAC), DAC Representative
Maxine Tago: (Fairview DC)

DDS DAC met quorum at the commencement of the meeting. The meeting began at 1:37p.m.

Julia welcomed the new faces present at the meeting and a round of member and guest introductions ensued.

Approval of January 2020 Minutes:

Julia motioned to approve the January 2020 minutes, Alex seconded the motion with edits, and the DAC approved.

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Sub-committee Reports:

- **Speakers and Trainings Subcommittee:**

Windmills Training:

- Mario shared that the Department of Child Support Services' (DCSS) Equal Employment Opportunity Office is putting together a disability awareness training for their staff and extended an invitation for DDS' DAC to participate. The training is entitled "Windmills" and it will be delivered by staff from the Department of Rehabilitation.
- Dena mentioned that a colleague, Monica Claypool, wanted to include another department in this training because DCSS is a smaller organization.
- Monica is hoping to conduct this training at DCSS; however, DDS may also wish to explore hosting this training.
- The membership was amenable to this idea and discussed the possibility of having the training as a future DAC event.
- The membership discussed coming up with a firm date for a proposed DDS training.
- The membership discussed travel logistics in case the membership decides to attend this training off site at DCSS.

Nadine Burke-Harris:

- Julia mentioned that the first Surgeon General of California, Dr. Nadine Burke-Harris, has an office in the Bateson Building.
- At the January 2020 DAC meeting, Dianne had mentioned this information, and that Dr. Burke-Harris is a subject matter expert on this topic of trauma informed care (TIC). TIC is a priority for Dr. Burke-Harris.
- Julia recommended the membership check out the Ted Talks segment where Dr. Burke-Harris talks about her work around TIC. Currently this topic is high profile in California as Gavin Newsome has proposed funding for Adverse Childhood Events screening, when a child is seen in a pediatric clinic.
- Julia indicated that she reached out to Dr. Burke-Harris' scheduler to see if she could get on her calendar for a possible discussion about a future presentation.
- Julia relayed her ideas for turning this information into a training for DDS management.

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- Dianne recommended that the Director be informed of this communication with Dr. Burke-Harris, and Mario stated he would consult with John Doyle and report back to the DAC.

- **DAC Recruitment and Renewals**
 - Julia indicated that the final push for DAC applications is in progress and she is waiting until February 19, 2020, to see if the DAC receives additional applications.
 - The applications will then be reviewed and vetted by the subcommittee.
 - The DAC Chair will send the currently pending applications to the Office of Human Rights and Advocacy Services (OHRAS) to send to the Director's office for approval.
 - While recruitment season starts in the month of November, and officially ends in the month of January, Julia encouraged the membership to recruit throughout the year whenever possible.
 - Mario asked what efforts have been made towards recruiting amongst the developmental center staff. Julia replied that the only two facilities open are Porterville and Canyon Springs.
 - Other developmental center staff are not easily reachable now as they work in care homes or the community, and there is no way to communicate with them.
 - Dianne suggested setting a date that the applications be submitted to the Director for approval. The membership agreed on March 2, 2020, as the deadline. Alex indicated that she would schedule a review meeting for the executive membership prior to March 1, 2020.
 - The members discussed how the process for submitting applications has changed and mentioned the appropriate methods for sending department-wide emails.

- **Signage and Logo Subcommittee:**
 - The committee had nothing to report at this time.

- **ADA Taskforce Subcommittee**
 - Julia reported that everything is currently compliant, but the subcommittee continues to monitor and review areas of concerns in the Bateson building.

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- A doorstep for the wooden door at the first-floor restroom (near the loading dock) has been made available to prop the door open for accessibility. Julia will be working with DGS to place a sign near the door, indicating to leave the door open.
 - Julia reported that the handsfree button at the restrooms near Room 340 is stubborn and takes a special touch to operate, but it does open.
 - Dianne will accompany Julia and Alex at the next Monthly Building Meeting with the Department of General Services (DGS), California Health and Human Services, and Department of State Hospitals.
 - Julia mentioned that a suggestion was made a few months ago regarding setting up a barcode system that would generate fix-it tickets. This suggestion was made because the existing DGS ticketing system, Maximo, has proven unreliable in the past as it was reported that tickets were removed from the system before the issue is fixed.
 - Julia mentioned that the answers to the questions that came up at the January 2020 DAC meeting regarding the ADA compliance of the cubicles at the Allenby Building are forthcoming.
- **DDS DAC Homepage Subcommittee**
 - The subcommittee will have more updates at the next meeting.
 - **Annual By-Law Review Subcommittee:**
 - Julia reported that the committee is near completion of the DAC By-Law revisions. Upon completion, the draft will need to be reviewed by OHRAS and Legal (Dianne). The revisions must be approved by the Director.
 - **DDS CAC DAC Charter Subcommittee:**
 - Julia reported that the manager responsible for reviewing the Charter is no longer working for the CAC.
 - Caitlin is one of the DAC's CAC representatives. Caitlin indicated that she will keep the DAC apprised of the hiring efforts to fill for the manager and the status of their review for the DAC Charter.

Announcements

- The committee had nothing to report at this time.

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Old Business

- Mario reviewed OHRAS' role in communicating information to the Director's Office.
- When reviewing the DAC's requests and/or proposals, OHRAS attempts to be proactive by identifying potential issues of concern up front, before the materials are presented to the Director's Office.
- This approach contributes to work products that are more likely to be actionable and facilitates quicker turnaround times.
- OHRAS' feedback and recommendations for the DAC are geared towards answering questions that the Director's Office may have about proposed activities.
- Mario is supportive of the DAC's efforts to increase awareness of disability-related concerns and considers the DAC to be a valued partner.

New Business

- A new DAC Sergeant at Arms Needed-Julia indicated that a new Sergeant-at-Arms is needed for the DAC as Liz has relinquished her executive membership role with the DAC. Alex volunteered to act as interim Sergeant-at-Arms until someone accepts the role.
- A new State DAC Liaison is needed. Julia also mentioned that since Liz has lessened her role with the DAC, a new SDAC liaison will be needed. Member Ron McCray volunteered. Julia made a motion to approve Ron as the SDAC Liaison, Stacie seconded the motion, and the DAC approved.

Congratulation Ron! Were excited to have you on the DAC as an Executive Member!

Open Agenda

- The committee had nothing to report at this time.

This meeting adjourned at 2:34p.m.
The next meeting will be held on Tuesday, March 10, 2020, at 1:30 in Room 360
Respectfully submitted: Anastacia Byrne-Reed