

California Department of Developmental Services
Disability Advisory Committee (DAC)
Teleconference Meeting Minutes
Tuesday, August 17, 2021
10:00 a.m.

Members in Attendance:

Alexandra “Alex” Sanders: (HQ-Sacramento), Chairperson
Brandon Marin: (HQ-Sacramento)
Jessica Ross: (HQ-Sacramento)
Seneca St. James: (HQ-Sacramento)
Charles Seielstad: (HQ-Sacramento)

Representatives and Guests:

Dave Dempsey:(HQ-Sacramento)
Anastacia “Stacie” Reed: (HQ-Sacramento)
Jorge Fernandez: (HQ-Sacramento)
Hope Beale: (HQ-Sacramento)
Dena Ruiz: (HQ-Sacramento)
Mario Solis: (HQ-Sacramento)

Members/Representatives Absent:

Ralph Jewell: (HQ-Sacramento)
Jacki Maciel (HQ-Sacramento)
Nataki Owino: (HQ-Sacramento)
Hussain Quettawala: (HQ-Sacramento)
Dianne Robbins, Esq: (HQ-Sacramento)

The meeting began at 10:05a.m.

Alex Sanders welcomed the membership and guests.

DAC May 2021 Draft Minutes were approved via email.

Remaining Meetings in 2021 are September 2021 and November 2021. Alex indicated that she will be updating the DAC’s calendar for the remainder of the year.

Sub-committee Reports:

Speakers and Trainings Subcommittee:

- Alex stated her goal is to have a few trainings.
 - Trauma Informed Care is on hold.
 - Communications and Stop Stigma trainings are in progress.
- Alex is working on justifications for the trainings for the Director’s Office review.

California Department of Developmental Services
Disability Advisory Committee (DAC)
Teleconference Meeting Minutes
Tuesday, August 17, 2021
10:00 a.m.

- Jessica Ross suggested a training about complex Post Traumatic Stress Disorder, provided by Dr. Maureen Rubin.
- Alex mentioned that the Department of Rehabilitation (DOR) offers free trainings and would reach out to a DOR contact that she met through another training.

DAC Recruitment and Renewals

- Alex indicated that she would obtain more information from the Information Technology Division about the recruitment video prior to the next meeting.
- Brandon Marin indicated interest in participating on recruitment video.
- Alex indicated that recruitment application has been updated. The recruitment letter and application were with the Director's Office for review.
- Alex is currently working with members whose memberships have recently expired.
- Alex thanked OHRAS for routing assistance with the Director's Office.
- Mario Solis suggested that the DAC should engage DDS employees working outside of headquarters. Alex indicated that she wanted to talk more about recruitment at the September 2021 DAC meeting.

Signage and Logo Subcommittee:

- This Committee's projects are on hold.

Americans with Disabilities Act (ADA) Taskforce Subcommittee

- Alex mentioned that the ADA Taskforce team toured the Allenby building in July 2021. A few issues were noted:
 - A door on the second floor did not have a hands-free ADA button.
 - All gender bathrooms do not have an ADA button and the doors are heavy.
- Charles Seielstad mentioned that the 9th and 10th Floors stairwells could use an elevator chair for evacuations.
- Alex asked for volunteers to join ADA Taskforce team.

DDS DAC Homepage Subcommittee

California Department of Developmental Services
Disability Advisory Committee (DAC)
Teleconference Meeting Minutes
Tuesday, August 17, 2021
10:00 a.m.

- Alex mentioned the DAC Homepage is currently being updated, for example:
 - DAC Contact Roster.
 - Recruitment application and letter once approved by Director's Office.
 - Meeting calendar.

Annual By-Law Review Subcommittee:

- Alex advised that the committee is done reviewing the last round of edits. It will then go back to Mario for a final review, to the membership for feedback, Legal, and then to the Director's Office for review and approval.

DDS CAC DAC Charter Subcommittee:

- Alex indicated that the CAC will no longer be included in DDS' DAC meetings and activities due to their inactivity. However, work on the draft Memorandum of Understanding (MOU) template will continue in case another agency wishes to join DDS' DAC.

SDAC Report

- Alex mentioned Brandon has volunteered to be the SDAC representative for the DAC.
- The next SDAC meeting is in October 2021.

Presentation: Zoom Settings for Deaf and Hearing-Impaired Individuals

- Alex mentioned that Brandon had some observations in relation to how Zoom is currently working for Deaf, Hard of Hearing, and/or Hearing-impaired individuals:
 - Access is not great.
 - 75% of meetings do not have closed captioning.
 - Multi-pinning for interpreters is helpful as two interpreters is better than one.
 - A training for Zoom settings would help in two ways:
 - Make meetings friendlier to Deaf, Hard of Hearing, and/or Hearing-impaired.
 - Identify what settings are needed to make Zoom usable for deaf/hard of hearing and even average users.

California Department of Developmental Services
Disability Advisory Committee (DAC)
Teleconference Meeting Minutes
Tuesday, August 17, 2021
10:00 a.m.

- Alex stated she thinks the Department needs to develop a policy to make department communications more accessible to everyone, especially since Zoom is utilized frequently.
- Alex mentioned that Brandon has contacts at DOR who also facing challenges with Zoom and that they could enumerate their Zoom issues as they have already started to address the user issues.
- Zoom tips could be built into existing Zoom trainings to make the frontline training more meaningful to Deaf, Hard of Hearing, and/or Hearing-impaired employees.
- **Action Item:** Mario recommended that the DAC reach out to Training Services to ensure Zoom accessibility information is incorporated into the scope of their “How to Use Zoom” trainings.

Announcements

- The DAC had nothing to report at this time.

Old Business

- Alex mentioned that the DAC still needs a Sergeant-At-Arms.
- Alex encouraged the membership to join a subcommittee if they have not already.
- Dena Ruiz talked about members who do not have access to Zoom or Microsoft Teams. We should try to find a way to work with them so that they can participate on the DAC.
- Fundraising will be tabled for the September 2021 meeting.
- Charles Seielstad volunteered to join the ADA Taskforce.

New Business

- The DAC had nothing to report at this time.

Open Agenda

- The DAC had nothing to report at this time.

This meeting adjourned at 10:50a.m.
The next meeting will be held on Tuesday, September 14, 2021, at 10:00a.m.
Respectfully submitted: Alexandra Sanders/Anastacia Byrne-Reed