**California Committee on Employment of People with Disabilities (CCEPD)**

**Employment and Training Subcommittee**

**MEETING MINUTES - DRAFT**

Tuesday January 16, 2024

Meeting held through Zoom

*This meeting was being held via teleconference within the meaning of Government Code Section 11123.5.*

**Subcommittee Members:** Jennifer Fischer (In person with technical difficulties), Tania Morawiec (Virtual), Sarah Nishimura (Virtual with technical difficulties), Michelle O’Camb (Virtual), Kayla Prusia (Virtual), Todd Texeira (Telephone), Paula Tobler (Virtual)

**CCEPD Staff:** Maria Aliferis-Gjerde (In Person), Zak Ford (In Person)

1. **Welcome and Introductions.**

The meeting began at 2:05 p.m. and a quorum was established.

**2) Discussion and Approval of Comment Letter on 2024-27 California Unified Strategic Workforce Development Plan**

Staff member Ford shared that the Unified State Plan for 2024-27 has not yet been released so a comment letter has not yet been drafted. As soon as it becomes public, and the comment period opens, we will move forward with it. Once drafted, the comment letter will be shared for member feedback. However, there likely will not be time for another meeting.

1. **Discussion on California’s Master Plan on Career Education**

Staff member Ford shared on August 31, 2023, Governor Newsom signed the Freedom to Succeed Executive Order for state leaders to develop a Master Plan on Career Education. The plan’s goals are to break down silos, strengthen career pathways, prioritize hands on learning and real-life skills, and advance universal access and affordability. CCEPD is excited about this order because it includes DOR collaboration. More information will be available in the future, and this may be a standing item on future agendas.

1. **Discussion on 2024 CCEPD Best Practices Webinar**

In November, the CCEPD had our first webinar on the toolkit. Throughout the coming year, there will be webinars specific to three different toolkit topics.

* Accessibility and Accommodations
* Co-enrollment
* Employer Engagement

Benefits Planning is very important, and a possibility. However, this would be coordinated with the Benefits Planning Cross Advisory Workgroup if desired.

Speakers will be decided on as we move forward.

Based on information from last year, how would members like to develop the plan for 2024:

* Looking at things chronologically, it makes sense to start with Accessibility and Accommodations.
* There were areas that overlapped that we were looking at combining. Client centered design, co-enrollment, and leveraging resources to address adult education are some examples.
* Guest speakers using best practices should be utilized.
* A person with a disability sharing their experience navigating the system would be beneficial.
* Presenters should be able to articulate their presentation.
* Pacific ADA for disability etiquette training could be a possibility.
* DAS (Disability Access Services) could provide disability etiquette training also.
* We want to make sure to get our targeted audiences of workforce service providers at future webinars.
* Outreach is needed to county workers and employment partners. Being inclusive in the hybrid environment is important.
* Increasing and improving disability employment could be attractive to workforce partners for participation purposes.
* Testimonials on accessibility and accommodations should be included.
* Webinars should stay within an hour. Thirty minutes can be explored also.

1. **Agenda Items for Future Meetings**

Following topics were discussed as agenda items:

* Planning for webinar for Accessibility and Accommodations, and additional webinars
* Days for future meetings - Tuesday afternoons
* Give recognition to those who present for us
* WIOA State Plan
* Carry over items from today’s agenda
* Election of chair and vice chair

**6) Public Comment**

There was no public comment.

**7) Adjournment**

Meeting was adjourned at 3:04 p.m.