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

**Employment and Training Subcommittee**

**MEETING MINUTES - DRAFT**

Tuesday, May 21, 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 (Virtual), Michelle O’Camb (Virtual), Kayla Prusia (Virtual), Sarah Turner (Virtual), Harrison Lane (Virtual), Tania Morawiec (In person)

1. **Welcome and Introductions**

The meeting began at 2:06 p.m. and a quorum was established.

**2) Approval of April Meeting Minutes**

Motion/Second (O’Camb/Turner) to approve. Motion passed on 5-0-0 vote.

(Yes votes – 5: Fisher, Lane, O’Camb, Turner, Morawiec); (No votes - 0).

(Abstain votes - 0).

1. **Presentation and Discussion on DOR’s Self Employment Program**

Representatives from DOR’s Self Employment Program team presented on the program.

Overview

* Consumers receive comprehensive services from DOR in the context of an individualized plan for employment.
* A consumer collaborates with a team to pursue an employment outcome, meaning full or part time work.
* Self-employed setting means a consumer works in their own small business.
* The team provides assessment, technical assistance, and training to achieve the desired outcome.

Next, a data snapshot was provided.

* 34 successfully launched businesses
* 234 currently in services working towards launching a small business
* 19 currently employed in a self-employed business.

Top industry sectors:

* Administrative/human resources with clerical support
* Makeup artist/cosmetologist, including barbers
* Marriage/family therapists/social workers/clinical psychologists, including counselors
* Construction/labor
* Sales and advertising
* Teacher/educator

Additional insights

* Impairments include cognitive, psycho/social, orthopedic/neurological, blindness/hearing
* To increase outcomes, DOR launched an initiative in 2021 that included each district providing training to VR teams as subject matter experts.
* There are tools offered to the clients and how to get through the process of opening their business.

How DOR supports the consumers

* Self-employment is considered an employment setting with a goal to achieve work with a reasonable wage.
* Necessary supplies are supported.
* Success is defined by the consumer to be able to live with a comparable wage from the business.

Questions:

* For eligibility of the program, does it need to add up to a full-time wage or for a supplemental income for those that receive benefits?
  + It is possible for DOR to support a plan that will supplement benefits if they believe it can be profitable.
* Does DOR pay for training for the development of the business plan?
  + There is local small business administration programs that can help but if there are no local resources, DOR can help pay for that service.
* Does profitable mean equal to or above minimum wage, and are there resources and tools around plain language small business plans?
  + Profitable does mean at least minimum wage. There are resources and tools that helps the counselors to ask specific questions that can help develop a business plan.
* Does training and support include help with permitting and dealing with business taxes?
  + Yes, it does provide the technical knowledge needed to acquire permits and navigating taxes. It can be referrals or attending workshops. DOR can also help with some of the one-time costs of starting the business. There are hands on tools that will be handed over when it is necessary. There are checklists that can help explore the settings and as they move to the next phase, there will be another checklist. Another checklist will guide to the end and how to keep the business going with the assistance of DOR. For areas where DOR is not an expert, they will be referred to the local small business organization that may have resources for things such as taxes.
* In having to demonstrate within the first 12 months that you are at least breaking even, is there any information on how many do meet the goal? If it is not, does the support go away?
  + It does say 12 months but sometimes just getting things off the ground could take three months or longer which shortens the time to show progress so there can be flexibility to work with consumers and continue support if necessary. Consumers can make their own projections on what profits they are expecting and then monitor if they are hitting the targets or there are large discrepancies. Marketing may need to be monitored if the targets are not being met.
* Is there a dollar or time limit to support able to provide?
  + There is not a fixed maximum amount, it is case by case and determined by the needs. The 12 months is a regulation but there a little flexibility to justify an extension if needed.
* When does the timeline start?
  + It does not typically begin until all needed supplies and equipment are procured.
* Are there any rules or initiatives about a minimum hour requirement or where to procuring supplies from small disability owned businesses.
  + There is no 80-hour requirement in California. Yes, there are some requirements for mentorship and some partnerships. Department of General services does provide some requirements for small businesses.
* For individuals who are artists or creators, does this prove to be profitable under the definitions so far explained?
  + Yes, as an example, a tattoo artist can be provided with all the tools necessary while the consumer gets the training needed. Also, with graphic design artist or even social media influencers.

The DOR Self Employment Program team will provide CCEPD staff with additional information to forward to members.

1. **Follow up discussion on 2024 Subcommittee Priorities**

Staff member Ford and Executive Officer Aliferis-Gjerde provided overviews of some current work and upcoming items.

* Last month we received a presentation from Monica Handly of DOR’s Disability Access Services. Their trainings are being revamped this year. The Executive Officer offered feedback from her meeting with Handley after the presentation. An example was that Regional Centers were not included in outreach. Also, there is a possibility of doing something with apprenticeships through a webinar.
* Mater Plan for Career Education – Updates were provided. There was a meeting last week and the CCEPD provide some high-level comments. CCEPD input included more system alignment, more outreach for inclusion for students with disabilities, access and accommodations for work-based learning, and incentivizing providing benefits planning. They are looking for people to serve on workgroups and those interested can apply. Workgroups include:
  + Students and families
  + TK-12 and post-secondary educators
  + Adult education and workforce development providers
  + Labor and employers
  + Advocates and policy makers
* There will be a presentation on the Master Plan for Developmental Services at our Full Committee Thursday with additional information on the new office of Employment First. Workgroups for the plan have been identified and they are currently looking for members.
* Discussion on the workforce best practices have morphed into employer engagement and universal design. The CCEPD will seek presenters to speak to the subcommittee on the topics.

1. **Agenda Items for Future Meetings**

There were no further items raised.

1. **Public Comment**

There were no public comments.

1. **Adjournment**

The meeting adjourned at 3:22 p.m.