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**CCEPD Employment and Training Subcommittee**

**MEETING MINUTES – DRAFT**

Tuesday, September 17, 2024

*Meeting held through Zoom and in person at the Department of Rehabilitation’s Central Office.*

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

**Subcommittee Members:** Michael Clay (Virtual), James Hill (Virtual), Harrison Lane (Virtual), Tania Morawiec (Virtual), Michelle O’Camb (Virtual), Paula Tobler (Virtual), Sarah Turner (Virtual)

**Members of the Public:** Stephanie Crist (Virtual), Sonya Fox (Virtual), Kayla Prusia (Virtual)

1. **Welcome and Introductions**

CCEPD Staff Member Zak Ford called the meeting to order at 2:03 p.m. and a quorum was established.

1. **Approval of August Meeting Minutes**

Motion/second (Morawiec/O’Camb) to approve. Motion passed on 6-0-1 vote. (Yes – 6: Hill, Lane, Morawiec, O’Camb, Tobler, Turner); (No – 0); (Abstain – 1: Clay).

1. **Presentation and Discussion on Business Engagement and Meristems’ Transformative Autism Program (TAP)**

Ford introduced Harrison Lane, Coordinator of Meristem’s Transformative Autism Program, and Eric Steward, also of Meristem, to present on their program and how it improves employment outcomes for people with disabilities.

Development started in 2017/2018 and got going in 2019. The program was developed through the California Workforce Development Board and the Breaking Barriers legislation to help with inclusive training to hire people on the autism spectrum, who were also involved in developing the training.

* Lane began at Meristem as a live-in student for three years and then came back to help run the program.
* A brief overview was next given by Steward. CCEPD Member O’Camb was also involved in getting the program off the ground.
* Five phases for employer readiness: Prepare, Hire, Onboard, Retain, and Adjust.
* Over 100 employers have been engaged with the program since 2019, including large and small companies, along with state agencies.
* Over 100 partner agencies have also been engaged.
* Many employers have been successful in recruiting, hiring, and retaining job seekers that are autistic, neurodiverse, and intellectually/developmentally disabled.
* Over 100 people have graduated from Meristem.
* An overview was given of the employer engagement steps.
* General managers need to have the buy in and complete the training for it to work.
* The support of the person working with the person with a disability is more important than the support of other employees. If a job doesn’t work out in one location, it doesn’t mean it won’t work out at a second location. There needs to be a good fit with the right people in the right spots able to provide support.
* Case studies were shared.

Members were asked if after listening to these case studies it made sense for us to do some work on job coaching. Members agreed. Harrison Lane will be attending a training conference that could help to develop this. Member Morawiec is also registered for the same conference and has access to resources for possible use in the future.

1. **Approval of Master Plan for Career Education Comment Letter**

Ford gave an overview of the draft of the CCEPD’s comment letter on the Master Plan for Career Education. It was decided additional input should be provided on improving employment outcomes for people with disabilities, and what should be incorporated for students with disabilities. The document was shared with members and the recommendations were reviewed.

Member feedback included:

* Recommendation to add an entity such as local workforce boards to system alignment.
* Recommendation to add transition specialists or liaisons to improved outreach for inclusion.
* Local education agencies should be including along with SELPAS and possibly WorkAbility programs.
* The voice of the student or person with the disability should be secured for work-based learning.
* General financial planning should be included within the benefits section.
* Students should have access to a benefits planner before finding employment.

Discussed updates will be incorporated into the comment letter and CCEPD leadership will be consulted before submitting it.

Motion/second (Morawiec/O’Camb) to approve. Motion passed on 7-0-0 vote. (Yes – 6: Clay, Hill, Lane, Morawiec, O’Camb, Tobler, Turner); (No – 0); (Abstain – 0).

1. **Follow-Up Discussion on Other 2024 Subcommittee Priorities**

Ford provided an update on the Master Plan for Developmental Services. The five committee workgroups met last week. The main committee will meet tomorrow in Fresno and virtually. A weblink to upcoming meetings was provided and Ford will continue to keep members in the loop and pass along information along when he receives it.

1. **Agenda Items for Future Meetings**

Members indicated they would like to have a presentation and/or further discussion on job coaching. California Subminimum Wage to

Competitive Integrated Employment Project (CSP) Grants could also be a future topic of discussion.  
  
Additionally, while not necessarily topics for future meetings, the following upcoming events were announced:

* The Department of Rehabilitation’s Disability Access Services unit will hold a webinar on disability awareness and etiquette on October 8.
* There will be a disability fair at the State Capitol on October 10
* The State Council on Developmental Disabilities will be holding a virtual town hall on sub-minimum wage on October 30.

1. **Public Comment**

There were no public comments.

1. **Adjourn**

The meeting adjourned at 3:34 p.m.