**State of California**

**Health and Human Services Agency**

**Department of Rehabilitation (DOR)**

**Disability Advisory Committee (DAC)**

**Meeting Minutes**

**May 8, 2022**

**1:00 pm – 3:00 pm**

**Department of Rehabilitation, Public Zoom Meeting**

# DAC Members in Attendance:

* Bonita Wahl; Traumatic Brain Injury
* Emily Alexander; Deaf/Hard of Hearing
* Jennilee Ruggirello; Blind/Visual Impairment
* Jonathan De Jesus; Cognitive Impairment
* Jordann Nelson, Respiratory Impairments
* Lisa Cushman; Mental/Behavioral Disability
* Michelle Zavala-Pizano; Learning Disability
* Miguel Castaneda; Physical Disability
* Subashree (Suba) Krishnamurthy; At Large Member/Ally

**DAC Members Not Present:**

* Chelle Ellis; Heart/Circulatory Disorders
* Cory Lemings; Neurodivergent Disability
* Cynthia Butler; Intellectual/Developmental Disability
* Jonathan (Jona) Deguzman; Other Disability

**DOR Advisor in Attendance:**

* Rosa Gomez

**DAC Subcommittee Members in Attendance:**

* Belinda Boylan
* Benjamin Smith
* Gabriela Amigon
* Monica Casas
* Roberta Arrellano
* Susan Torres

**DOR Staff in Attendance:**

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| Andrew Beaken | Jeffrey McKey | Matthew Morgan |
| Angelica Chernik | Jen Wheelhouse | Melanie Luttrell |
| Angelica Martinez | Jenn Jackson | Monica Handley |
| Brandon Leyton | Jessica Byrd-Salas | Moses Lueth |
| Carrie Viarnes Araya | John Adams | Olivia Flores |
| Cathy Gaten | La Toya Branche | Shamika Rauls |
| Chanelle Franco | LaMont Perry | Tamara Gregg |
| Cynthia Bryan | Laura Rasmussen | William (Marc) Weisman |
| Debronna Sanders | LeNae Liebetreu |  |
| Deynanire Villachica | Leticia Vargas |  |
| Georgeta Tanase | Makena Hammond |  |
| Jasdeep Brown | Mali Lotfalian-Rizk |  |

**Members of the Public in Attendance:**

* JCONCEPC

# 1) Welcome and Introductions

* Jordann Nelson, Chair, reviewed the purpose of the DAC, conducted a roll call, and established a quorum.

# 2) Approval of DAC Meeting Minutes and Review of Action Items

* April Meeting minutes brought forward and corrected for future review.
* Reminder to present draft minutes to subcommittees for approval, then forward to Vice Chair Chelle Ellis.

Public Comment Invited

# 3) Disability Access Section Overview

* Monica Handley, Disability Access Section (DAS) Chief provided an overview of DAS services to improve employment outcomes for persons with disabilities throughout California. training and technical assistant. DAS was established in state government and in the community in 1992 to provide:
* Trainings
* Document accessibility
* Consulting
* Collaborative partnerships with employers
* Advocacy and allyship
* Technical assistance
* Guidance on physical accessibility
* Reasonable accommodations
* Information on accessible virtual meetings
* No-cost webinars

For more information, please contact DAS at

[dasinfo@dor.ca.gov](mailto:dasinfo@dor.ca.gov)

TTY: 884-729-2800 relay 711

The new address for Reasonable Accommodations questions is:

[OCR.RA@dor.ca.gov](mailto:OCR.RA@dor.ca.gov)

The next Disability Awareness Training will be available in July 2023

Q & A

Q: Would the Disability Access Section be willing to work with and advise the DAC Reasonable Accommodation Subcommittee?

A: Yes, the DAS will connect with the DAC Subcommittee on Reasonable Accommodation.

Q: How does someone sign up for the Disability Access Classes?

A: go to the InDOR home page to register or reach out to Monica Handley directly.

Public Comment

# 4) Staff Development Unit (SDU) Overview

Mali Lotfalian-Rizk, Staff Development Manager explained the SDU efforts to support staff receive appropriate trainings by

* Collaborating with internal and external subject matter experts to develop trainings.
* Monitoring all out-service trainings
* Maintaining staff training records
* Administering the online Learning Management System and
* Conducting surveys on training effectiveness.

The Staff Development Unit is available for course development at:

[DORstaffdevelopment@dor.ca.gov](mailto:DORstaffdevelopment@dor.ca.gov)

Q & A

Q: How does SDU decide on what classes to develop?

A: SDU determines which classes are needed in a couple of ways, first through the Statewide Training Needs Assessment survey distributed every two years and the second way is in collaboration with subject matter experts. We consider whether it should be voluntary or mandatory training, in-person or online and if the courses can be offered for CEU credits.

Public Comment

# 5) Statewide Disability Advisory Council (SDAC) Report Out

DOR SDAC representative was not available for the SDAC meeting and unavailable for May DAC meeting.

# 6) DAC Subcommittees Report Outs

* Group 1 **- Targeted Employment Subcommittee**

Lisa Cushman and Gabriela Amigon reporting

This group met on April 17th and May 1st with all members present. This group’s purpose is to gain an understanding of DOR business processes relating to talent acquisition, recruitment, retention, leadership development, and succession planning initiatives to provide input and feedback to support DOR efforts to increase employment rates for people with disabilities at DOR and within CA state service.

Some of the concerns members would like to pursue:

* DOR Counselor pay rate.
* Applying for DOR Employment –ways to expedite the process.
* Interest in focused recruitment efforts
* DOR website and the state online application—limits of accessibility
* Need to test DOR website by visitors using assistive technology.
* Providing reasonable accommodations for hiring interviews
* Group 3 **– Events Subcommittee**

Emily Alexander, Monica Casas, Sonara Carter-Barber reporting

This group’s purpose is to facilitate openness about disability and

inclusion and to do this by supporting key disability events and recognitions.

* This subcommittee is reaching out to other DACs and DAC subcommittees and to DAC member Cynthia Butler representing DOR Communications to develop a recognition event.

Q: Has this committee utilized their position on the SDAC to look into any statewide initiatives?

A: Not yet, but that’s a great suggestion

Group 5 **– Events Subcommittee**

Jona DeGuzman reporting

The purpose of this group is to reach out to

other DACs statewide to connect and collaborate on DAC issues. This subcommittee is focusing on the following:

* Researching opportunities for subject matter experts to speak at sister DAC events, trainings and webinars. (For example, for presenters for Disability Pride Month and NDEAM.)
* The subcommittee is creating a list of all DACs within California
* The Events Subcommittee requests that members spread the word in their offices to see if there might be anyone who would like to participate in these events right now.

Action Item: If there are people on your membership list who are not attending, please email Rosa Gomez and Chelle Ellis with those names so that those who have expressed an interest in participating so that they can be invited to join.

Public Comment Invited

# 6) Roundtable

* A question was asked about time commitment—members were reminded that the subcommittee work requires a commitment of about an hour every other week.
* There was a question about how many members are required to make up a subcommittee membership and the answer was that subcommittees can continue to meet even with as few as two members.
* Cynthia Bryan commented that she had expressed an interest in serving that she had not been assigned to a subcommittee. It was shared that at the beginning of this year there was a request for subcommittee nominations from leadership in the various divisions. It was clarified that the meeting invite to attend the monthly DAC meeting is separate from participating as a DAC subcommittee member.

**Meeting adjourned at 2:50 p.m.**