**California State Rehabilitation Council (SRC)**

**Executive Planning Committee (EPC) Meeting**

**Monday, August 14, 2023, 11:00 a.m. – 12:00 p.m.**

Meeting location: Virtual by Zoom, and in-person at Department of Rehabilitation, 721 Capitol Mall, Room 252, Sacramento, CA 95814.

**MEETING MINUTES**

Approved on November 9, 2023

# Attendance

* SRC members (via Zoom): Benjamin Aviles, Ivan Guillen, Susan Henderson.
* DOR staff (in-person): Kate Bjerke.
* Members of the public (via Zoom): Aaron Espinoza.

# Item 1: Welcome and Introductions

Benjamin Aviles, SRC Chair, called the meeting to order and welcomed attendees. SRC EPC members introduced themselves.

# Item 2: Public Comment

There were no public comments.

# Item 3: Approval of the April 12, 2023 SRC EPC Meeting Minutes

It was moved/seconded (Henderson/Aviles) to approve the April 12, 2023 SRC EPC minutes as presented (Yes – Aviles, Guillen, Henderson), (No – 0), (Absent – Weller), (Abstain – 0).

# Item 4: Quarterly Meeting Planning

The SRC EPC members reviewed, discussed and prioritized the list of possible agenda items for the September 6 – 7, 2023 SRC quarterly meeting. Kate Bjerke, SRC Executive Officer, reviewed the proposed hybrid meeting structure and agenda items, including benefits planning, Unified State Plan Committee, celebration for outgoing members, Director’s report, American Sign Language (ASL) interpreting services, Department of Education update, Monitoring and Evaluation Committee, bylaw review, debrief and recommendation development, annual election of SRC officers, future agenda items, and order of selection/prioritization of retention services. The SRC EPC members supported the proposed agenda items; no adjustments or additions were suggested.

# Item 5: Bylaws

Bjerke explained that the SRC bylaws were reviewed, and non-substantive revisions were made effective March 24, 2022. Bjerke introduced the concept of adding the position of “Immediate Past Chair” to the SRC Officers, for added support and continuity. Bjerke also introduced the concept of removing details regarding full and partial terms. Bjerke will come back to the SRC EPC at a future meeting with additional information and refinements.

# Item 6: SRC Officer Report Outs

* Benjamin Aviles, SRC Chair, shared information about disability pride month events. He encouraged members to share information about DOR and the SRC with their networks.
* Susan Henderson, SRC Monitoring and Evaluation Committee Chair, shared that the 50th anniversary of the Rehabilitation Act will take place in September. She noted that the U.S. Department of Housing and Urban Development recently visited the Ed Roberts Campus in Berkeley to interview individuals and film a video about universal design. Henderson explained that the Parent Information and Training Centers (PTICs) are determining how to collaborate and work with the new Family Empowerment Centers.
* Ivan Guillen, SRC Vice-Chair, shared that Disability Rights California is noticing an increase in calls, likely a result of COVID-19 impacts lessening and more people wanting to work. Also contributing to the increase in calls is DOR staff turnover and the need to re-establish relationships. DRC is holding meet and greet meetings with the DOR Districts.
* Kate Bjerke, SRC Executive Officer, provided a member recruitment update.

Public Comment: Aaron Espinoza made public comment regarding the interpretation of full and partial terms, offered a reminder about asking for public comment after each agenda item and asked for additional information on the SRC Disability Advocacy Group representative position.

# Item 7: Adjourn\* (12:00 p.m.)

It was moved/seconded (Henderson/Guillen to adjourn the August 14, 2023 SRC EPC meeting.