

CDFW
Disability Advisory Committee
May 12, 2017, Meeting Minutes

Call to Order at 10:03 a.m. by Chairperson, Michelle Hamby, followed by roll call.

Present

- Members: Michelle Hamby, Angela Barlow, Mitsuko Grube, Chris Ladeas, Maria Luna, Dawn Otis-Drowne, Bernadette Fees, Trisha Bratcher, Lindsey Malinowski, Terri Lindsey, Steven Wertz, John Long.
- Non-members: Tina Cole, CDFW Equal Employment Opportunity Officer.

Approval of Minutes

- January minutes were approved at 10:10 a.m. Angie motioned to approve, Chris seconded the motion.
- February minutes were approved at 10:11 a.m. Angie motioned to approve, Chris seconded the motion.
- April minutes were approved at 10:12 a.m. Angie motioned to approve, Chris seconded the motion.

Chairperson Remarks (Vice-Chair *Michele Hamby*)

- Michele Hamby nominated Angela Barlow, all in favor. Angela is the new DAC Chairperson. Importance of attending the meeting.

LEAP training (EEO)

- Tina Cole will arrange meeting with Department of Rehabilitation. Maria Luna had memo created that Melissa (Carlin) had asked for but had to wait until they had more information.

Update of DAC by-Laws, subcommittee (Bernadette Fees)

- Bernadette wanted to set up a team to assist in the DAC by-Laws. Trisha Bratcher and Michelle Hamby will be on the subcommittee. They will connect after the meeting to coordinate.

CHP Job Fair Participation

- Disability Action Capital Day is June 13. Due to a fee and lack of preparation time, we will not participate this year.
- CHP Job Fair is on October 19 at the State Capital. The planning team is Lindsey Malinowski and Terri Lindsey. They will work on the flyer and on marketing.

Workforce Analysis

- Tina will provide the CalHR report regarding recruiting for disabilities, DAC goals, what were the challenges, not meeting all our goals. We would continue our goals with more individual recruitment with disabilities.
- Report from 2015: CDFW's goal was to hire 10 people with disabilities, and 11 were hired.
- 2016 data is due this June. Tina will send the report for 2015 to share the data.
- DAC usually helps recruit for hiring (outreach or job fair). Tina will send list of employment support organizations to Chair.

Filling vacant position

- We need to fill the vacant DAC positions ASAP. Tina will contact supervisors, requesting nominations to fill the vacancies.

Disability Survey Report (Pending CalHR release)

- Report has not been obtained.
- New, one-time CalHR disability survey: Director will email all staff requesting participation; participation goal is 50%, but Tina would like it to be higher.

Wrap-up discussion: brainstorming, DAC goals for 2017, dates of future meetings

- Short LEAP presentation
- Get our bylaws completed
- Quarterly meeting possibly starting in June. Angie to send out a survey for the next meeting.
- More participation in DAC month, October
- Outreach into general disability communities for general CDFW employment
- Recruit for our own committee (DAC)

Adjournment:

- Meeting was adjourned by the Chair at 10:54 a.m.

Minutes submitted by DAC Liaison Co-Secretary, Dawn Otis-Drowne