

CDFW
Disability Advisory Committee
March 20, 2019, Meeting Minutes

Conference, via Lync / Skype

Call to Order at 1:07 PM by Chairperson, Jeff Stoddard

Member Roll Call

Via phone/Skype: Angela Brewer, Bernadette Fees, Lindsey Malinowski, Jamari McMahan, Steve Parmenter, Kathy Quick, Jon Snellstrom, Jeff Stoddard, Matt Wade

Non-voting Members: Tina Cole, Rena Cordova, Julian Garcia, Erin Spencer

Announcements: None

Approval of Minutes

February 12, 2019 Meeting Minutes approved. Lindsey Malinowski motions to approve the Minutes and Bernadette Fees seconds the motion.

New committee members: Justin Gonzalez for WCB
Steve Parmenter for Region 6

Action: We need to make sure our roster has been updated online.

2019 Goals

Recruitment – HRB and Exams unit not present for today's meeting. Move topic to May's meeting. As of today, no email communications have been received within sub-committee.

Community Outreach – Lindsey covered (for Bryan) the sub committee recommendations for this year.

- Disability Capitol Action Day is 5/23/19. Cost is \$250 for the booth if paid before 4/30/19 and \$275.00 if paid after 4/30/19. For an additional \$25.00 a pop-up tent, table and chairs will be provided.
- Funding still an issue. Thought was to perhaps split among all the programs and doing a revolving fund.
- Subcommittee to come up with what additional costs may be involved besides booth rental
- Subcommittee to coordinate volunteers

- Tina wants to make sure we are committed to this project and she will try to secure funding. Possible need for a separate call to take place with Bernadette and Tina to discuss further.
- Material, brochures, etc. needed for community outreach

Jeff mentioned that in the past he was able to get a "kit" from our outreach staff to use at location community colleges.

Bernadette said that the goal/intent of the kits was to be self-contained so that all committee members could reach out to all our own communities.

As a group we will work on forming the kit, so we can use at upcoming events and perhaps brand it with the logo that Lindsey created.

Bernadette – we need to identify/approve (as a committee) the various events by the DAC so that the committee member is paid.

Tina attended a JLT where they discussed recruitment and diversity and an inclusion committee is being set up. It was suggested that one of the DAC committee members be on that committee, if possible. Contact Tina or Terrie if anyone interested. Tina to send the DAC members the presentation that was used.

Jeff suggested that we break out the statistics for regional and field offices by the counties that they are in. For example, the Redding office is in Shasta county, so we should look to see how diverse we are compared to the rest of Shasta County. Awareness is key.

Awareness – Erin Spencer provided updates regarding this subcommittee. They have a flyer in mind to add to the pay stubs once we have our final logo.

They haven't discussed the email blast yet. Still need the do's and don'ts of that process since the Director's office needs to know before anything like that goes out.

Tina said that she meets with the branch chief tomorrow, so she will discuss flyers with her and get her feedback.

Jeff asked Tina if we could send out the results from the October survey. Tina will call CALHR and see if they can extract our departments numbers. There seems to be a stigma around having a disability. People don't perceive themselves disabled just because they wear glasses. Even when necessary to do their job. We want to make sure our disabled employees are given the tools they need to do their job successfully.

Jeff asked about the appointment letters for new committee members as well as a "thank you" letter for those whose term has ended. Tina needs to see an example of a letter and asked the committee to send her whatever they may have.

We are moving forward and making progress to our goals.

Next meeting scheduled for 5/22/19 via Skype/Conference call.

Bernadette Fees motions to adjourn the meeting, Lindsey Malinowski seconds the motion. Meeting adjourned at 2:17 p.m.