

CDFW
Disability Advisory Committee
September 25, 2019, Meeting Minutes

In-person/Conference Call

Call to Order at 1:00 PM by Vice Chairperson, Bryan McColgan

Member Roll Call

Members Present: Nadya Swanson, Sandra Hill, Bernadette Fees, Julie Langley, Mitsuko Grube, Lindsey Malinowski, Bryan McColgan, Brad Burkholder, Heather Conn,
Non-voting Members: Rena Cordova, Erin Spencer, Tina Cole
Via phone: Julian Garcia

Approval of Minutes

May 22, 2019 and July 24, 2019 Meeting Minutes: Lindsey Malinowski motions to approve, Bernadette Fees seconds the motion.

2019 Goals

Recruitment:

LEAP – Environmental Scientist (ES) classification

M. Luna reached out to CalHR staff Jerry Gibbons and was advised to contact Steven Vancrevalin.

Action: B. McColgan will reach out to Jerry again. Are there concerns about pursuing the goal of adding the ES classification to the LEAP list? CDFW could be the first State agency to add ES to the LEAP list.

T. Cole suggested that the DAC also advertise about the positions that are currently on the LEAP list.

Community Outreach:

Subcommittee: B. McColgan, L. Malinowski, B. Fees, S. Hill and B. Burkholder

CHP Annual Disability Fair: DAC will not be participating this year.

CSUS/UCD Job Fairs update: B. McColgan reached out to both CSU Sacramento and UC Davis about participating in Job Fairs. CSU Sacramento Fall

Job Fairs will occur in September and October, which means the DAC will not have time to prepare to participate. Spring Job Fair dates are March 3-4, 2020 and May 1, 2020. There does not appear to have a cost to participate in these Job Fairs. UC Davis did not respond to the inquiry.

CSU Sacramento also mentioned using the website called “Handshake” to advertise jobs to new graduates.

Workforce Investment Boards: DAC could prepare a job packet (e.g. flier with all CDFW job titles) to give to these Boards to further advertise jobs.

B. Fees suggested adding job links to the DAC Internet page, but somehow the links would need to be updated regularly so that the information isn’t old.

Grants to fund DAC: The DAC is allowed to apply for grants. The potential issue is who will administer the grant (e.g. someone on the DAC or BMB).

Awareness: Internal Communications

2018 Disability Survey statistics can be released to the employees. However, the data is currently inaccessible to T. Cole due to a glitch in the program that collected the information

E. Spencer provided an update about adding DAC information into the “New Employee Training” presentation to raise internal awareness about the DAC. The information was sent to the Office of Training and Development.

E. Spencer provided an update about the Pay Warrants flier. It was difficult to find out how many fliers were needed, so the information will be sent out in an email blast from the Director’s office during the National Disability Employment Awareness Month (NDEAM).

NDEAM: the EEO suggested making a Powerpoint presentation with voice over about the NDEAM month, disability survey, and veterans survey. The hope is that employees will be more likely to fill out the survey with the presentation. There is a general concern about filling out the survey, either the employee does not want to divulge their disability, doesn’t think they have a disability or have concerns about privacy. The survey links will come from the Director’s office in October.

CDWR reached out to J. Stoddard about the CDFW DAC participating in a Natural Resources Building lobby NDEAM survey event. T. Cole to send the email to this DAC’s board.

Intranet/Internet DAC webpage subcommittee of B. Fees and E. Spencer. The Department website is currently being overhauled, so this action will be delayed until changes can be made to the DAC webpages. It was suggested that E. Spencer reach out to OCEO about posting a DAC update on the CDFW Facebook page.

Certifications of Appreciation

T. Cole passed out the Certificates of Appreciation signed by the Director.

Wrap-up Discussion

B. Fees states that the DAC Bylaws do not say that only one person from each section of the Department can participate in the DAC. If more than one person is interested, then they all should be allowed to participate. This would increase the amount of people to help with events or other actions the DAC decides to enact.

B. McColgan requested that the Chair and past-Chair have a meeting with the Director to get the Director's thoughts about what he would like the DAC to concentrate on in the upcoming year. T. Cole will discuss this with the Director.

Next Meeting

Meeting date moved from November 27, 2019 to November 20, 2019 due to the Holiday.
Meeting will be held via Conference Call/Skype: 1-3 PM.

Meeting Adjourns

L. Malinowski motions to end the meeting and B. Fees seconds the motion.

Meeting ends at 2:55 PM.