

Memorandum

Date: December 30, 2021

To: California Highway Patrol Advisory Committee for Persons with Disabilities

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of Equal Employment Opportunity

File No.: 034.18402.A11730.Acpd_Fourth Quarter 2021

Subject: **ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES 2021
FOURTH QUARTER MEETING MINUTES**

The Advisory Committee for Persons with Disabilities (ACPD) Fourth Quarter 2021 meeting was held on October 28, 2021, via teleconference.

MEMBERS PRESENT:

Resa Rombouts, Chairperson, Officer, Baldwin Park Area
Sharon Palacios, Vice-Chairperson, Office Services Supervisor II (OSSII), Santa Ana Area
Sean Coyle, Assistant Chief, Southern Division
Joni Miller, Public Safety Dispatch Supervisor I (PSD I), Los Angeles Communications Center
Brian Thomas, Officer, Westminster Area
Jonathan Boyd, Officer, Altadena Area
Tuan "Michael" Dang, Office Technician (OT), Southern Division Special Services Unit

MEMBERS ABSENT:

Gerardo Serrato, Lieutenant, Redwood City Area
Eme Iturralde, Office Assistant (OA), South Los Angeles Area
David Tate, Lieutenant, San Jose Area
Phillip Mackintosh, Officer, Field Support Unit Northern Division

INVITED GUESTS:

Sara Fox, Liaison, Associate Governmental Program Analyst, Office of Equal Employment Opportunity (OEEO)
James Tehan, California Infrastructure and Economic Development iBank
Judy Pernell, Chairperson, California Infrastructure and Economic Development iBank



INVITED GUESTS NOT PRESENT:

Annie Palmero, Mental Health Services Oversight and Accountability Commission
Kimberly Watkins, Mental Health Services Oversight and Accountability Commission
Board of Pilot Commissioners

OPENING REMARKS:

Officer Resa Rombouts opened the teleconference. Officer Rombouts explained the meeting date was changed to accommodate the meetings with the State Disability Awareness Council (SDAC) meeting and the Vision Statement meeting with the Office of the Commissioner and Office of Equal Employment Opportunity (OEEO).

AGENDA ITEMS:

1. Old Business:

- a. Officer Rombouts attended the State Disabilities Awareness Committee (SDAC) meeting on October 20, 2021.
 - i. Marco Mijic, Undersecretary from the California Health and Human Services Agency, gave an overview of how the Health & Human Services Agency addressed teleworking and reasonable accommodation policies for the state.
 - ii. Angelica “Angie” Quirarte, Deputy Director from the Office of Digital Innovation, discussed the work the Department completed with digital compliance and accessibility on Web sites for teleworking. They also developed a statewide, online Coronavirus 2019 (COVID-19) response information Web site.
 - iii. Stuart Drown, Deputy Secretary from the California Government Operations Agency, discussed the work his office completed with the State Telework Guide for state employees.
 - iv. Marlene Timberlake D’Adamo, Chief Diversity, Equity and Inclusion Officer from CalPERS gave an overview on disability inclusion, workplace demographics, communication, Investment Office, Corporate Board Diversity accomplishments, employee resource groups, and other CalPERS resources.
 - v. Glenna Wheeler from the California Human Resources (CalHR) Office of Civil Rights summarized the level of the CalHR involvement with the creation of Assembly Bill 313 (AB313). The intention of AB313 is to provide a guideline for state agencies to create policy regarding reasonable accommodations. Assembly Bill 313 was approved by Governor Newsom on October 5, 2021.

- vi. Jerry Gibbins, also from the CalHR Office of Civil Rights, gave an overview of the Limited Examination and Appointment Program (LEAP).
 - vii. Debra Thompson from the Water Resources Control Board elaborated on how COVID-19 has impacted her work and personal life as a blind employee. She gave an overview of the adaptive technology she uses to perform her job.
 - viii. Dan Clark with the Association of California State Employees with Disabilities (ACSED) announced the upcoming Training Symposium on November 17 & 18, 2021, from 1:00 p.m. to 5:00 p.m. via Zoom.
 - b. The AbilityExpo will be held on March 4, 2022, through March 6, 2022, and the ACPD has received the approval from the Office of the Commissioner to attend.
 - c. The AbilitiesFest – Stroll-n-Roll, scheduled for November 7, 2021, was turned into an on-line event to keep the participants safe due to the concerns with the COVID-19. Because it is a virtual event, the ACPD will participate in next year's event.
2. New Business:
- a. On October 22, 2021, the ACPD Chairperson, Officer Rombouts and Vice Chairperson, OSS II, Sharon Palacios, met with members of the Office of the Commissioner and Office of Equal Employment Opportunity (OEEO). Representing the Office of the Commissioner were Deputy Commissioner Epperson and Chief Bart and representing the OEEO were Lieutenant Nancy Hunt and Staff Services Manager I, Kristine Nickell.
 - i. Deputy Commissioner Epperson suggested utilizing platforms such as LinkedIn, to help recruit candidates for employment through the LEAP process.
 - ii. Deputy Commissioner Epperson encouraged further education regarding Reasonable Accommodations and the application of the LEAP to all Area offices.
 - iii. Deputy Commissioner Epperson addressed the application of the Bagley-Keene Act and its impact on future ACPD meetings.
 - iv. Commissioner Epperson encouraged the ACPD to develop a tracking system to indicate the number of public contacts made as well as the number of people the committee has assisted.
 - v. The ACPD and the OEEO are working on intranet and Internet pages for the ACPD. These pages will house meeting minutes, the By-Laws, and the Vision Statement. Meeting schedules and meeting minute archives, as well as links to the on-line quarterly meetings and a resources link will be included.
 - vi. Deputy Commissioner Epperson supported the ACPD hosting the Job and Resources Fair in August and having LEAP Certifications done on-site.

To accomplish this, ACPD will need to host a fair in both the north and south of the state.

- b. The ACPD will submit a theme for the art contest for approval by the Office of the Commissioner and collaborate with the Community Outreach and Media Relations (COMR) unit for a media video.
 - c. The draft of the ACPD motto and logo are currently with the COMR and the OEEO. The motto and logo are both being finalized.
3. Roundtable:
- a. OSSII Sharon Palacios stated it was nice to hear everyone again and hopes the ACPD puts together good ideas for events next year.
 - b. Officer Brian Thomas stated he looks forward to the opportunities next year.
 - c. Officer Resa Rombouts shared the possibility of the ACPD presenting at each division.
 - d. Officer Jonathan Boyd stated he looks forward to everything opening back up.
 - e. Associate Governmental Program Analyst Sara Fox stated the interviews for the Assistant Commissioner were completed, but nothing has been announced.
 - f. Mr. James Tehan, California Infrastructure and Economic Development iBank, thanked the ACPD for the information.

The next teleconference is scheduled for Friday, January 14, 2022, at 1100 hours. Please submit agenda items to Officer Rombouts and Ms. Palacios via e-mail.



RESA ROMBOUITS, Officer
Advisory Committee for Persons with Disabilities Chairperson

cc: Office of Equal Employment Opportunity