

M e m o r a n d u m

OFFICE OF THE COMMISSIONER
APPROVED BY: *[Signature]*
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To: Office of Equal Employment Opportunity

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

File No.: 034.18402.A17838.ACPD_2022_Third Quarter

Subject: **ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES—2022
THIRD QUARTER MEETING MINUTES**

The Advisory Committee for Persons with Disabilities (ACPD) 2022 Third Quarter meeting was held on August 19, 2022, via WebEx.

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
- Brian Thomas, Officer, Westminster Area
- Jonathan Boyd, Officer, Altadena Area
- Phillip Mackintosh, Officer, Northern Division
- Gerardo Serrato, Lieutenant Commander, Nimitz Commercial Vehicle Enforcement Facility
- Joni Miller, Public Safety Dispatch Supervisor I (PSDI), Los Angeles Communications Center
- Andrea Milam-Richey, Associate Governmental Program Analyst (AGPA), Organizational Development Section (ODS)

INVITED GUESTS:

- Wanona Ireland, Commander, Staff Services Manager III, Office of Equal Employment Opportunity (OEEO)
- Nancy Hunt, Lieutenant, OEEO
- Kimberly Hicks, AGPA, OEEO
- Andrea Lagergren, AGPA, OEEO
- Kimberly Watkins, Mental Health Services Oversight and Accountability Commission
- James Tehan, California Infrastructure and Economic Development (IBank)



OPENING REMARKS:

Officer Resa Rombouts opened the teleconference meeting by welcoming the attendees and informed everyone Annie Palmero with the Mental Health Services Oversight and Accountability Commission has accepted a new position and will no longer be part of the ACPD.

AGENDA ITEMS:

1. Old Business:

- a. A brief overview of the Statewide Disability Awareness Council (SDAC) meeting held on July 21, 2022, was provided by AGPA Andrea Milam-Richey.
 - i. Director Dee Dee Myers of the Governor's Office of Business and Economic Development (GO-Biz) gave a brief presentation of the department's focus, which includes job growth and economic development, the Office of the Small Business Advocates, regional representatives around the state, tax incentives, international teams for Foreign Direct Investment, the IBank, the California Film Commission, and zero emission vehicles. There are credits and incentives to hire individuals with disabilities. Many state agencies have difficulties hiring individuals with disabilities and do not always have the means to support them. California leads in zero-emission growth. There are tax incentives to make this more successful, such as income targeted incentives to purchase electric vehicles. They are looking into charging networks to be distributed throughout the state. By 2035, all vehicles sold in California will be zero emission.
 - ii. Director Nancy Bargmann of the California Department of Developmental Services (DDS) said the DDS oversees services and support to individuals with disabilities in 21 Regional Centers divided throughout the counties of the state. The Regional Centers provide equal opportunities for all individuals in a person-centered way, which can include competitive integrative employment incentives when employing individuals with developmental disabilities, paid internship programs for employers and individuals with development disabilities, which are also available for state agencies, and partnership with the Department of Rehabilitation (DOR) on employment grants to support reasonable accommodations. Director Bargmann noted all Regional Centers and the DDS have a Deaf Service Specialist on staff. The Limited Examination Assistance Program (LEAP) can be utilized to assist with any job opportunity, this includes all workplaces (union, state, local, etc.). The Regional Centers and the DDS changed eligibility requirements for early intervention to not end at age three but, rather, extend to age five for some diagnoses.

- iii. The OEEO Program Consultant, Eli Medrano, of the California Department of Human Resources (CalHR), Office of Civil Rights, recently took this position and is still learning the programs but informed the SDAC there are currently 49 LEAP exams, and the CalHR would like to develop more.
 - iv. Commissioner Ricardo Lara of the California Department of Insurance gave a brief description of the department's focus, which includes fighting insurance fraud and educating consumers to make informed choices against risk. He also noted 15 percent of their departmental staff are individuals with disabilities.
 - v. Director Mike Marlin of the Braille and Talking Book Library (BTBL) said the BTBL is a regional library under both the California State Library and the Library of Congress.
 - vi. Executive Board Member Dan Clark of the Association of California State Employee with Disabilities (ACSED) explained ACSED is not an advocacy association; instead, it looks at policy and ways to improve promoting and retaining employees with disabilities.
 - vii. Officer Rombouts concluded, every ACPD member is encouraged to attend SDAC meetings, via Zoom, and the next meeting is scheduled for September 2022.
- b. Officer Rombouts advised the committee the ACPD logo and motto have been approved, and she has received a mockup from the Department's Office of Community Outreach and Media Relations (COMR). Due to the California Highway Patrol (CHP) policy, professional staff members of the ACPD are not permitted to wear the badge logo. All ACPD staff will have the same polo shirt with the logo and motto with no badge for events throughout the year. The committee will be looking into a more breathable material that is not as rough, to be more comfortable during recruitment and public outreach activities.
- c. Officer Rombouts reminded everyone the National Disability Employment Awareness Month Job and Resources Fair (Fair) is coming up on October 13, 2022. The next Fair preparation meeting is Thursday, August 25, 2022, at 1000 hours. Officer Paul Moos of the Capitol Protection Section is working directly with the California Department of Transportation at the Capital to secure sandbags and portable restrooms compliant with the Americans with Disabilities Act. The ACPD is coordinating the event with OEEO. Both entities are waiting for the budget to be approved to know how much money is allotted for the event. The portable restrooms will depend on the approved budget. The DOR would like to have an active role in the Fair and to cohost with the CHP. This will be looked at for next year's event; this year the DOR will have a booth next to CHP. The ACPD is concerned about how much foot traffic will come to the Fair since the pandemic has subsided and how the event may be affected.

- d. Officer Rombouts relayed an update on current ACPD projects as provided to her by OEEO Sergeant Brandon Baldwin.
 - i. There are two new vacancies within the ACPD. One email of interest and two application packets were received. The two applications will be routed to the Office of the Commissioners for approval.
 - ii. The disability awareness award has received zero interest thus far, and a request has been submitted for an extension.
 - iii. Officer Rombouts will be reaching out to the ACPD members to start getting personnel ready to go to each Division to disseminate information throughout the Department on what the ACPD does and how employees can get involved, as not everyone is aware of the committee and why it needs their involvement.
 - iv. The art contest received no entries but has not closed yet. Previously, the ACPD had a good rapport with disability communities throughout California, but two years off with the pandemic seems to have thrown everyone off. Members of the ACPD will need to reestablish those relationships.
 - v. Officer Rombouts thanked AGPA Kimberly Hicks for her work on the 2022 AWARE Newsletter which has been submitted to the Office of the Commissioner and should be ready for the Fair in October.
 - vi. Fair posters and banners are on hold until budget is approved.

2. New Business:

- a. A presentation on the 2022 Work Force Analysis was made by AGPA Hicks. The number of persons with disabilities (PWD) employed by the Department is low and has been declining since 2017. The Work Force Analysis only accounts for non-safety classifications. Based on federal census data, 16.9 percent of the state workforce are PWD. Every department should have 16.9 percent PWD represented in its workforce—that's called parity; but departments are only required to have 13.3 percent PWD, which is 80 percent of parity. The CHP has been below the required 13.3 percent since 2020, and new hires of PWDs dropped in 2019 and have continued to decline. The CalHR is required to show on the Annual Census of State Employees the data gathered by its Change in Disability Status Survey (Survey). The OEEO has begun to inform individuals who submit reasonable accommodation about the Survey. Employees have the option to not self-identify. Some employees have concerns about confidentiality of their information when they complete the Survey, as it asks for name and partial social security number. The OEEO confirmed that CalHR only uses social security numbers to verify respondents are state employees and their classification; CalHR does not use the Survey data for any purpose other than the annual State Employee Census. The OEEO will be asking the ACPD, the Recruitment Unit, and COMR to post professional position vacancies in addition to the uniform and

other safety classifications they currently post on their social media Web sites; and the OEEO would like more collaboration between its staff and the ACPD.

3. Round Table:

- a. Assistant Chief Sean Coyle thanked everyone for their work and expressed his gratitude to both Officer Rombouts and OSSII Sharon Palacios for all their hard work with the ACPD.
- b. Officer Rombouts informed the meeting attendees the Plane Pull is coming up next month. A retired Lieutenant has a sponsor and is putting a team together in South Los Angeles and needs 25 volunteers. The event is scheduled for Saturday, September 17, 2022. Anyone interested in participating should e-mail Officer Rombouts, at RRombouts@chp.ca.gov.
- c. Lieutenant Gerardo Serrato relayed the Nimitz Commercial Vehicle Enforcement Facility won the Mothers Against Drunk Driving video challenge.
- d. Over the last few weeks, departmental staff who are part of the disability community have expressed concerns to the OEEO about access issues they have at headquarters. The OEEO has reached out to the Facilities Section to see what options they may have to address the concerns; the OEEO is also requesting ideas from the ACPD and looking into what other state buildings have in place for accommodations around doors and gates. The main concerns at headquarters are bathroom doors for a motorized wheelchair and an individual with braces who has difficulties with the gate access, doors, and parking throughout the campus. The OEEO is making inquiries as to the feasibility of restriping and reallocating handicap spots at headquarters.

The next meeting will be scheduled for October 14, 2022, in person. Please submit agenda items to Officer Rombouts and OSSII Palacios via email.



RESA ROMBOUITS, Officer
Chairperson, Advisory Committee for Persons with Disabilities

cc: Office of Equal Employment Opportunity