

M e m o r a n d u m

Date: June 22, 2021

To: California Highway Patrol Advisory Committee for Persons with Disabilities

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

File No.: 34.18402.A11730.ACPD_May 2021

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

The Advisory Committee for Persons with Disabilities (ACPD) 2021 Second Quarter meeting was held on May 14, 2021, via teleconference.

MEMBERS PRESENT:

Resa Rombouts, Chairperson, Officer, Baldwin Park Area
Sharon Palacios, Vice-chairperson, Office Services Supervisor, II, South Los Angeles Area
Sean Coyle, Assistant Chief, Southern Division
Joni Miller, Public Safety Dispatch Supervisor I, Los Angeles Communications Center
Brian Thomas, Officer, Baldwin Park Area
Jonathan Boyd, Officer, Altadena Area
Gerardo Serrato, Lieutenant, Redwood City Area
Tuan "Michael" Dang, Office Technician, Southern Division Special Services Unit
Eme Iturralde, Public Safety Dispatcher, Orange County Communications Center

MEMBERS ABSENT:

David Tate, Lieutenant, San Jose Area
Phillip Mackintosh, Officer, Field Support Unit Northern Division

INVITED GUESTS:

Sara Fox, Associate Governmental Program Analyst, Liaison, Office of Equal Employment Opportunity
James Tehan, California Infrastructure and Economic Development iBank.

INVITED GUESTS NOT PRESENT:

Rudy Garza, Commander, Office of Equal Employment Opportunity (OEEO)
Kristine Nickell, Staff Services Manager I, OEEO
Andrea Lagergren, Associate Governmental Program Analyst, OEEO
Roma Cristia-Plant, Chairperson, Board of Pilot Commissioners



Judy Pernell, Chairperson, California Infrastructure and Economic Development iBank
Annie Palmero, Mental Health Services Oversight and Accountability Commission
Kimberly Watkins, Mental Health Services Oversight and Accountability Commission

OPENING REMARKS:

Officer Resa Rombouts welcomed everyone to the meeting and explained the use of teleconferencing. Officer Rombouts confirmed she would explain the Bagley-Keene Act and its application to the ACPD.

AGENDA ITEMS:

1. Old Business

- a. State Disability Advisory Committee Update (SDAC):
 - i. The last SDAC meeting minutes were sent to committee members for viewing at their convenience. The videos included Ms. Betty Yee of the State Controller's Office, and Deputy Secretary William Brown, also of the State Controller's Office. Updates on legislative bills and explanations of both reasonable accommodations and Limited Examination and Appointment Period (LEAP) were provided. The next SDAC meeting will be May 20, 2021, from 0900 to 1200 hours. Each speaker will be recorded into separate YouTube videos that can be viewed later.
- b. Budget Update:
 - i. The ACPD is now a line item under the OEEEO budget. The ACPD will need to provide a line item budget for the fiscal year after the proposed vision statement is approved by the Office of the Commissioner.
- c. Collateral Duties for ACPD 2021-2022:
 - i. Collateral duties were previously discussed pertaining to Ms. Eme Iturralde was unable to attend due to training and Lt. David Tate was on leave.

2. New Business

- a. Bagley-Keene Act:
 - i. The Bagley-Keene Act was established in 2004 and addresses the need for public access for committees that involve public interests. Officer Rombouts presented a PowerPoint, which reviewed: serial meetings, closed meetings, open meetings, teleconferences, public access, notice requirements, agendas, access to public records, complaints, and deliberations. All meetings will now incorporate the Bagley-Keene Act, and will have open sessions for public access.

- b. The meeting with the Office of the Commissioner to discuss the proposed vision statement was rescheduled for May 22, 2021.
 - c. The National Employee with Disabilities Awareness Month (NDEAM) theme for 2021 is “America’s Recovery Empowerment by Inclusion.”
 - d. Captain Cindy Pontes, commander of the Recruitment Unit, reached out regarding recruitment for persons with disabilities. The ACPD will be working with the Recruitment Unit for increased community engagement and networking.
 - e. Due to the ongoing global pandemic, the art contest for 2021 is canceled. The ACPD will readdress the application of the art contest in 2022.
3. Roundtable
- a. Officer Rombouts will send the Bagley-Keene Act PowerPoint to committee members who requested a copy.
 - b. Lieutenant Gerardo Serrato, Redwood City Area, provided an update on the Redwood City Area and Golden Gate Division plan to participate in the Special Olympics on June 19, 2021.
 - c. Michael Dang, Southern Division, created possible mockups for the banner. We are waiting on approval from the Office of the Commissioner to start the project. Upon approval, the ACPD will submit the memo with the possible images and estimates for the banner to the Office of the Commissioner.
 - d. The OEEEO is searching for Bagley-Keene Act training for the committee. Officer Rombouts will send information she finds to the committee members.

The next teleconference is scheduled for Friday, August 13, 2021, at 1100 hours. Please submit agenda items to Officer Rombouts and Ms. Palacios via e-mail.



R. ROMBOUTS, Officer
Advisory Committee for Persons with Disabilities Chairperson

cc: Office of Equal Employment Opportunity