

## Memorandum

Date: January 25, 2023

To: Office of Equal Employment Opportunity

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**

File No.: 034.18402.A10848.Acpd\_2023\_First Quarter

Subject: **ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES - 2023  
FIRST QUARTER MEETING MINUTES**

The Advisory Committee for Persons with Disabilities (ACPD) 2023 First Quarter meeting was held on January 13, 2023, via WebEx.

### MEMBERS PRESENT:

Resa Rombouts, Chairperson, Officer, Baldwin Park Area  
Sharon Palacios, Vice-Chairperson, Office Services Supervisor, II (OSSII), Santa Ana Area  
Brian Thomas, Officer, Westminster Area  
Jonathan Boyd, Officer, Altadena Area  
Phillip Mackintosh, Officer, Northern Division  
Stefania Montanez, Program Technician II (PTII), Human Resources Section  
Joni Miller, Public Safety Dispatch Supervisor I (PSDSI), Los Angeles Communications Center

### MEMBERS ABSENT:

Sean Coyle, Assistant Chief, Southern Division  
Gerardo Serrato, Captain, Golden Gate Communications Center  
Andrea Milam-Richey, Associate Governmental Program Analyst (AGPA), Organizational Development Section

### INVITED GUESTS:

Wanona Ireland, Commander, Office of Equal Employment Opportunity (OEEO)  
Kimberly Hicks, AGPA, OEEO



OPENING REMARKS:

Officer Rombouts opened the teleconference by welcoming everyone to the new calendar year.

AGENDA ITEMS:

1. Old Business:

- a. Officer Rombouts reviewed details of the Abilities Expo (Expo). The Expo is scheduled March 10, 2023 through March 12, 2023, in Los Angeles. Committee members will be expected to attend daily from 0900 to 1800 hours. Set up at the Expo will be on Thursday, March 9, 2023. The uniform of the day will be khakis and blue polo shirts, with at least one uniformed employee in tan uniform.
- b. PSDSI Miller shared notes on the State Disability Advisory Committee (SDAC) for the previous quarter. Fiona Ma, California State Treasurer, gave a brief overview of programs for housing and savings available and noted details can be found on her web site. Rob Bonta, Attorney General, introduced himself and asked to be contacted via electronic mail (e-mail) regarding any ideas or concerns. Cory Lemings, Department of Rehabilitation, encouraged agencies to contact his department for assistance in hiring persons with disabilities. Eli Medrano, California Human Resource Office of Civil Rights, offered assistance in helping to develop a Limited Examination and Appointment Program (LEAP) ready exam for positions that do not have one.
- c. Officer Rombouts noted the December meeting of the Association of California State Employees with Disabilities had been cancelled.

2. New Business:

- a. Officer Rombouts advised committee member assignments and collateral duties for 2023 will remain much the same with the exception; OSSII Sharon Palacios and PTII Montanez will be working on the art contest, and AGPA Milam-Richey will be taking the meeting minutes for the upcoming year. Officer Rombouts noted the new assignments will be updated and sent to each committee member via e-mail.
- b. Officer Rombouts provided an update on ACPD activities for 2023. The quarterly meetings will be January 13, May 12, August 11, and October 13, 2023. Events include the Polar Plunge in Big Bear on March 4, the Abilities Expo, and the National Disabled Employee Awareness Month (NDEAM) Job and Resource Fair hosted by the committee at the State Capitol in October. Officer Rombouts asked each committee member to participate in one of the six SDAC meetings in 2023 and share a general outline with the ACPD members during the following quarterly meeting.
- c. Officer Rombouts shared the current vision statement for 2023 is in the review and approval process.

3. Round Table:

- a. Officer Rombouts shared she and OSSII Palacios are looking for someone to take over duties as chair and vice chair.
- b. OSSII Palacios asked for suggestions for the theme of the upcoming art contest. She also asked for a head count of committee members who are going to attend and need to travel to the Abilities Expo in Los Angeles in March.
- c. Officer Mackintosh suggested the committee reach out to high schools in the Sacramento area and extend an invitation to NDEAM Job and Resource Fair.

The next meeting is scheduled for May 12, 2023, via WebEx. Please submit agenda items to Officer Rombouts and OSSII Palacios via e-mail.



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