

M e m o r a n d u m

Date: December 5, 2022

To: Office of Equal Employment

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(APPROVED - 001)

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**

File No.: 034.18402.A17838.ACPD_2022_Fourth Quarter

Subject: **ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES - 2022
FOURTH QUARTER MEETING MINUTES**

The Advisory Committee for Persons with Disabilities (ACPD) 2022 Fourth Quarter meeting was held on October 14, 2022, in person at the California Highway Patrol Headquarters in Sacramento, California.

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
Andrea Milam-Richey, Associate Governmental Program Analyst (AGPA), Organizational Development Section (ODS)
Stefania Montanez, Program Technician II, Human Resources Section

INVITED GUESTS:

Wanona Ireland, Commander, Office of Equal Employment Opportunity (OEEO)
Nancy Hunt, Lieutenant, OEEO



OPENING REMARKS:

Officer Rombouts opened the meeting by conducting introductions of both members and invited guests. Officer Rombouts greeted and welcomed the new ACPD committee members.

AGENDA ITEMS:

1. Old Business:
 - a. None

2. New Business:
 - a. OSSII Palacios stated she will ensure the artwork is delivered to the winners of the art contest.
 - b. Officer Rombouts provided an overview of the recently completed National Disability Employee Awareness Month Job (NDEAM) Fair. The NDEAM event was held for the first time in two (2) years due to the COVID-19 pandemic. Seventeen of the 19 agencies registered to set up booths were in attendance. In 2019, there were 47 agencies in attendance. The band scheduled for entertainment at the event canceled last minute due to the group disbanding. The committee will work on securing new entertainment for next year's NDEAM event. Deputy Commissioner Sean Duryee was in attendance and was interactive with the attendees.

3. Round Table:
 - a. OSSII Palacios stated she thought a CHP or allied agency K-9 demonstration would be a welcomed addition to next year's NDEAM event.
 - b. Assistant Chief Coyle thought the time of year for the NDEAM event should be changed to get more community involvement. Additionally, he mentioned the committee should work closely with the CHP Valley Division Public Information Officer to use social media platforms to spread awareness of the event and to promote the event. He also expressed it was nice to have the CHP Mounted Unit and Deputy Commissioner Duryee in attendance at the event, and he enjoyed meeting as a committee again in-person.
 - c. Officer Thomas spoke with the vendors at the event and expressed the desire to coordinate a similar event in southern California. He discussed the need to locate a Regional Center to handle the location for the event.
 - d. Lieutenant Serrato suggested inviting the media to be on scene and to have a live news broadcast to help with getting the word out, and perhaps partner with the Special Olympics organizers.

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- e. Officer Rombouts explained the need to keep the cost low. The Capitol Protection Section does not incur any extra costs, and the 2023 fair will be on the East Lawn due to construction on the West Lawn.
- f. Officer Thomas suggested the Special Olympic athletes do demonstrations at the event.
- g. Officer Mackintosh expressed the need for more involvement from the Regional Centers and local high school transitional programs.
- h. Commander Ireland suggested having more involvement from the CHP Recruitment Unit.
- i. Officer Boyd suggested using local social media to promote the event.
- j. Program Technician II Montanez suggested to send out an e-mail to CHP employees to advise them of this event.
- k. AGPA Milam-Richey suggested making notification of the event to the Regional Centers.
- l. Officer Rombouts and other members expressed the desire to move the event to May 2023. Commander Ireland suggested the committee keep the event scheduled for the month of October in 2023, due to the amount of planning involved. Additionally, since May 2023 is within the current budget year, there was no allotment to cover the proposed May 2023 event. Rather, the committee discussed requesting funds for two (2) fairs for the 2023-24 fiscal year. Assistant Chief Coyle suggested the event be held in October of 2023, then transition to holding the event during the month of May beginning in 2024.
- m. Officer Rombouts advised the event is scheduled to be held on October 12, 2023.

The next meeting was scheduled for January 13, 2023, via WebEx. Please submit agenda items to Officer Rombouts and OSSII Palacios via e-mail.



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

cc: Officer of Equal employment Opportunity