



## California Department of Food & Agriculture's Disability Awareness Committee

### Meeting Notice & Agenda

January 31, 2025  
10:00- 11:30

#### **DAC MEMBERS:**

Member Present: Justin Hopper, Jessica Billingsley, Erica Pearson, Annissa Kotey , Sinead Clark Mia Humphries, David DaSilva

Members Absent: Henry Vu, Thomas McGrann, Genevieve Walden,

**DAC Advisors Present:** Molly Macom

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#### **READING AND APPROVAL OF NOV MINUTES**

Jessica moved, Arima seconded. Approved.

#### **OFFICE OF CIVIL RIGHTS REPORT**

Exec order related to DEI/Accessibility only if they violate Federal law. Targeting affirmative action. Doesn't repeal state civil rights. Direct staff to the e-mail send from the DAC to correct bad information. Arima " nothing has changed about state's commitment to equity commitment"

Changes from Cal HR for pregnant workers have been updated. CDFA ahead of the curve.

New OCR investigator - Jasmine White

#### **2024 Recap**

Arima will create an info graphic.

Justin read a recap of 2024 events, attendance for events and donation drive

ADA standards policy. SO-81 form

Disability survey – 73 people out of 2000. Up 40 people.. Props to staff who worked on survey.

NDEAM fair was a success

#### **Officer Elections**

Chair – Justin offered to continue and also mentor others. Described role. Anissa nominated Sinead. Sinead announced she is pregnant. Arima due in May. Anissa nominated Justin and he accepted he will continue. Arima volunteered to take the chair or vice chair next year. All DAC members volunteered to help.

vice-chair – Arima can't due to workload. Mia nominated herself, Sinead second.

Unanimous

Secretary/ Treasurer – Jessica – all in favor

Justin will meet with Mia and Jessica

Justin told Erica about the sub groups.

New group is fundraising.

### **AD-HOC WORKGROUP COMMITTEES**

Planning group meeting in Feb

Annisa had issues logging in virtually – we will trouble shoot

### **Disability Awareness Event Planning**

Justin and Jessica will meet

### **ADA Compliance Issues/Awareness**

Arima- would like to partner with Hiring taskforce – to create check list how to interact with employees with disabilities. Annisa asked if it would be for all employees or based on disclosure. Letter and spirit are met. All supervisors should be informed. Release date in a few months. Recorded raining for the university- module on platform. Training for when someone discloses. Or borrow from Cal HR or other entities. Justin and Eric both have admin privileges in the University to create classes.

### **PWD Hiring Taskforce**

Have not met. Will meet in the Spring.

### **AD HOC GROUPS – NEW GROUP SUGGESTION - FUNDRAISING**

Have not met yet. To start in the Spring

DEI – did a recycling fundraiser.

Erica volunteered. Sold jewelry.

David asked about new assignments for AdHoc groups.

**Membership Drive:** Justin wants to recruit new members and emphasize attendance. Participation is key. Sinead suggested and will make flyers for membership drive. And we can post in other offices Annisa – what software do we use for flyers – Arima – ppt is good with stock images. Jsutin uses Microsoft publisher. Sinead used work and images and snipping tool.

Justin wants to have Mike Franscesconi and David D help recruit Fairs folks.

### **SDAC MEETING** [SDAC Meeting](#) – Next meeting February 20, 2025

They have not been posting the recording. We can ask Bobby Dutra.

### **Open Forum:**

Sinead suggested mental health e-mail for Valentines Day and Arima suggested domestic violence and WEAVE services.

Justin:

Bi-monthly meetings

Survey of DAC members and AdHoc groups

Officers meeting – Justin, Mia, Jessica

**NEXT MEETING**

The next DAC meeting will tentatively be held,  
March 11, 2024

**CLOSING**

Meeting Closed at 10:55

Submitted by: Jessica Billingsley