

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

Meeting Minutes

January 20, 2026

3:00 – 4:00

on

TEAMS

Agenda

1. Roll Call - – Leticia, Joanne, Mia, Jessica, Arima, Annisa, David, Peggy, Molly Members
Absent – Henry and Sinead
2. Reading of December Minutes – approved.
3. Report from OCR – Jasmine leaving.
4. Elections DAC officers – Chair, Vice Chair, Secretary, Treasurer – Peggy nominated for chair, David volunteered to be vice chair. – approved. Peggy nominated Jessica, for secretary/treasurer she accepted, Joanne will be an apprentice chair/vice chair. Ratified and approved.
5. We will use shared DAC calendar from the DAC Teams channel for DAC meetings. Or Outlook group Peggy will create an Outlook group and we will use that. More guidance on what should be added to the calendar. Calendar management added to the bylaws.
6. Vote on bylaws - [DAC Bylaws 2025 - Draft](#) - update and approve next time. Current bylaws are from 2021. Joanne will lead an ad hoc group on the bylaws.
7. Discuss reasonable accommodation (RA) information on DAC webpage or SharePoint, - Peggy – RA info is on OCR page. Joanne had trouble finding RA info and suggested updating and easy to find and maybe create a dedicated RA page. OCR and HR would need to host it. Molly and Leticia noted that RA are on OCR and info that is up and RA's need to be updated. OCR will work on making a dedicated RA page.
8. Ad Hoc Group reports – shared list will go out and we can all sign up
 - Disability Awareness Event Planning –Veterans event? – Joanne reached out and they weren't very responsive. Jan/Feb – braille, low vision awareness, Society for the Blind event went well. Joanne ran the braille display in the lobby. Recording posted on the DAC webpage. Great networking and providing awareness and advice. Events group will continue to meet and plan events/messaging.
 - ADA Compliance Issues/Awareness – David, Mia, Arima- working on the next meeting.
 - PWD Hiring Taskforce – Mia
 - Bylaws group – Joanne will lead
 - Fundraising
9. [SDAC Meeting](#) discussion – recording available.
10. Membership drive and disability survey schedules for 2026 – OCR leads the disability survey. DAC can supply the form to OCR for membership drive. DAC can e-mail it out. Jessica will find an old message and we can update and send.
11. Open Forum/Open Discussion – Fundraising and events discussion. – Peggy noted

events should benefits CDFA employees with information that they can take back to their offices that can be useful.

12. Next Meetings for the year: March TBD. 3/10, 10:00 or 300

13. Closing: 4:05