



Disability  
**CDFFA** Advisory  
Committee

**Disability Advisory Committee Meeting Minutes  
Held on Thursday, August 15, 2019  
at the California Department of Food and Agriculture  
2800 Gateway Oaks Drive, Room 262  
Sacramento, CA 95833**

**Teleconference location:  
California Department of Food and Agriculture  
1220 N Street, Conference Room 133  
Sacramento, CA 95814**

**DAC MEMBERS:**

Members Present: Peggy Blincoe, David DaSilva, Scott McArdle, Christina Mitchell, Ron Nies, Stacie Oswald, Athar Tariq, Timothy Valles

Members Absent: David Bott, Amanda Brown, Kathy Diaz, Mike Fransconi, Colleen Murphy-Vierra, Jeffery Richard, Thamara Rogers, Niki Weber

**DAC ADVISORS:** Stephanie Kerr

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**CALL TO ORDER**

The Disability Advisory Committee (DAC) Chair Peggy Blincoe called the meeting to order at 9:05 a.m.

**ROLL CALL AND INTRODUCTIONS**

DAC Advisor Stephanie Kerr conducted the roll call for the DAC. There was a quorum present. One attendee was present via teleconference.

**APPROVAL OF MINUTES**

Minutes from the June 2019 meeting were distributed and were approved unanimously by a roll call vote.

Minutes from the July 2019 meeting were distributed and were approved unanimously by a roll call vote.

**EQUAL EMPLOYMENT OPPORTUNITY OFFICE UPDATE**

DAC Advisor Stephanie Kerr provided an update that Upward Mobility will be announced Department wide in the near future. She also stated that EEO was working on a new bilingual database of certified bilingual staff.

## **FINANCIAL REPORT**

There was no change to the balance in the DAC Treasury. The current balance is \$297.25.

## **STATEWIDE DISABILITY COMMITTEE**

The next Statewide Disability Committee Meeting will be held in September. DAC members are encouraged to attend either in-person or through webinar.

## **OUTREACH COMMITTEE UPDATE**

The Canine Companion Event at Gateway Oaks was a huge success with a lot of participation from employees. The event was so successful, that a second event is planned at Meadowview and is awaiting EEO's approval.

Chair Peggy Blincoe proposed an ad-hoc committee for the CHP Disability hiring event on October 10<sup>th</sup>. Stephanie from EEO offered to contact the Office of Public Affairs to see if there were handouts available to give out during the event. Chair Peggy will be sending out a sign-up sheet to members for them to sign-up for time slots to volunteer.

Chair Peggy Blincoe discussed a newsletter or email blast being sent Department wide to alert employees of events or highlighting disability issues. The newsletter/email tone will be positive yet informative.

Stacie Oswald stated that she would forward the information regarding NAMI: National Alliance on Mental Illness. Chair Peggy Blincoe presented the idea of having the NAMI representative present to the Committee first and then set up a separate lunch event for CDFA employees.

## **OLD BUSINESS**

### **WEBSITE ACCESSIBILITY**

Chair Peggy Blincoe notified the Committee that CDFA's public website has been certified accessible.

### **BYLAWS COMMITTEE UPDATE**

DAC Vice Chair David DaSilva reported that he worked with the other ad-hoc member, DAC Secretary Amanda Brown comparing the changes made from the original bylaws. They will be presenting the old copy and revised copy when complete. The ad-hoc committee stated that the edits polished up inconsistencies found in the by-laws

### **OFFICE LIGHTING**

Chair Peggy Blincoe opened discussion from July's meeting regarding a lighting evaluation be done at CDFA Gateway, HQ and Division of Measurement Standards locations. Ron Nies motioned for the survey proposal, Stacie Oswald seconded, and it was unanimously passed by roll call vote. Chair Peggy Blincoe will create a proposal to submit to CDFA's Building Property Management Unit for a lighting evaluation.

## **NEW BUSINESS**

### **PUBLIC COMMENT**

EEO Advisor, Stephanie Kerr stated that the meeting regularity of every third Thursday of the month was not effective for the EEO Office and provided a scheduling conflict for the Office with other required meetings. Stacie Oswald motioned to move meeting to the third

Wednesday of every month. Tariq Athar seconded, and it was unanimously passed by a roll call vote.

**NEXT MEETING**

The next DAC meeting will be held Wednesday, August 18, 2019 at 9:00 a.m. at the CDFA Facility located at:

**2800 Gateway Oaks Drive  
Conference Room 267  
Sacramento, CA 95833.**

Teleconference Location: CDFA, Headquarters, 1220 N Street, Room 133, Sacramento, CA 95814

**ADJOURNMENT**

The meeting was adjourned by DAC Chair Peggy Blincoe at 9:39 a.m.

Submitted by: Stephanie Kerr, EEO Advisor