



DR. KAROLYN SMITH
CHAIR

COMMITTEE FOR PERSONS WITH DISABILITIES

5530 OVERLAND AVE., SUITE 210,
SAN DIEGO, CALIFORNIA 92123
(858) 505-6628

JANETTE SHELTON
VICE CHAIR



Meeting Minutes

Regular Meeting – November 20, 2024 – 3:08pm

Members Present: Chair Dr. Karolyn Smith, Vice-Chair Janette Shelton, Jessica Kramer (teleconference), Michelle Krug, and Susan Madison

Members Absent: Humberto Gurmilan and Mary McKenzie

County Staff: Todd Hood and Kate McKnight

Call to Order – Meeting was called to order at 3:05pm

Welcoming Remarks and Introductions

Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances)

- None.

Vote to Approve Meeting Minutes – October 16, 2024

- A motion was made and seconded to approve the October 2024 meeting minutes; committee approved.

Non-Agenda Comment

- The Digital Experience team from the County of San Diego would like to present to the committee at the December meeting to discuss new county wide website initiatives.

Sustainable Land Use Framework – Planning and Development Services

Guest Speaker: Jana Schwartz, Senior Planner

- Jana Schwartz presented an overview of the County’s Sustainable Land Use Framework background and current efforts within the unincorporated areas. Planning and Development Services hopes to continue ongoing conversations with the committee to discuss accessibility and gain feedback.
- The committee would like to have further discussion on eliminating barriers to citizens in the unincorporated areas to County programs they are currently excluded from.

ADA Accommodation Interactive Process with IHSS and BHS

- Jessica Kramer and Dr. Smith propose that the committee create a letter to the Board of Supervisors related to SB 338, AB 449 and SB 43, and compliance to these laws, to bring attention to needed actions.
- The committee will continue to work on a developing a checklist to share with the District Attorney’s office as a resource, this will be brought back as an agenda item once ready for presentation.
- Sue Madison recommended that other existing documents and resources should be cited for reference in footnotes.
 - The committee requests that committee documents should have version dates moving forward.

Nomination and Election of Committee Secretary

- The committee would like to have a Committee Secretary to assist with committee communications, such as letters to the Board of Supervisors, and be a part of the executive committee. Meeting minutes will continue to be completed by County staff.

Nominations for Secretary: Susan Madison

Member Name	Vote
Humberto Gurmilan	Absent
Karolyn Smith	Susan
Janette Shelton	Susan
Michelle Krug	Abstain
Jessica Kramer	Susan
Mary McKenzie	Absent
Susan Madison	Susan

Susan Madison approved as Committee Secretary.

Committee Business

Annual Report to the Board of Supervisors

The Annual Report has been signed and approved. A motion was made and seconded to approve the cover letter, the committee approved.

Committee Bylaws

Todd Hood is working on having the bylaws added to the December 10th Board meeting for adoption. If December is not available, they should be added to the January meeting.

LiveWell Advance Conference – November 21, 2024

Guest Speaker: Cameron Clay, Program Coordinator

- Cameron reviewed logistics for the LiveWell Advance Conference for the participating committee members.
- The committee will have both flyers for handout as well as an activity with candy.
- Representatives from the Sheriff's department will be sharing the booth with the committee to promote the Blue Envelope Program.

New Business – Future Agenda Items

- ADA Accommodation Interactive Process with IHSS and BHS
- Office of Emergency Services – Flood Emergency/Fire Preparedness
 - The committee would like to include discussion on:
 - Service animal policies
 - Access and Functional Needs Advisory Committee
 - {Policies and trainings related to 911 calls and dispatch services}

Action Items

- Katie McKnight will connect Dr. Smith and Jana Schwartz over email for continued conversations.
- Dr. Smith and Jessica will write the letter for the Board of Supervisors regarding ADA Accommodation Interactive Process with IHSS and BHS
 - Keep topic in December to review letter, and then the topic will be removed until there is further action on the checklist

Meeting Adjournment

The Chair adjourned the meeting at 4:41pm.

Click the link below for a video recording of the meeting.

[Committee for Persons with Disabilities Meeting - November 20, 2024](#)

The next regular meeting will be held on Wednesday December 18, 2024 at 3:00pm at the following address:

County Administrative Center
Room 302
1600 Pacific Highway
San Diego, CA 92101

Alternatively, guests may participate in the meetings via the below Zoom link or teleconference.

- [Join Zoom Meeting](#)
- One tap mobile: +14086380968,,82997774664#
- Call 408-638-0968 and enter Meeting ID 829 9777 4664 when prompted

Committee for Persons with Disabilities website:

<https://www.sandiegocounty.gov/content/sdc/hr/CPD.html>

Accessibility Awareness Community Engagement website:

https://www.sandiegocounty.gov/content/sdc/cao/oec/accessibility_awareness.html