



COUNTY OF SAN DIEGO

COMMITTEE FOR PERSONS WITH DISABILITIES

MEETING MINUTES

Regular Meeting – March 20, 2024 - 3:00 p.m.

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

Members Absent: *Michelle Krug (Chair)*

COSD Staff: *Todd Hood and Kate McKnight*

Presenters: *None*

Call to Order

Welcoming Remarks / Introductions

Vote to Approve Meeting Minutes

Meeting Minutes – February 21, 2024

A motion was made and seconded to approve the February meeting minutes: committee approved.

Non-Agenda Comment

Livian Cole from the Sheriff's Department provided an update related to CPAP machine accessibility and organizational updates to the department.

Updates to the Administrative Code – Boards, Commissions and Committees (BCC)

A motion was made and seconded to recommend continuing term limits for the Committee for Persons with Disabilities; committee approved.

Bylaws for Committee

Janette Shelton presented an initial draft of bylaws for the Committee to review and provide feedback.

Disability Rights in Behavioral Health Services

A motion was made and seconded to recommend the County ensures that third party contractors and partners comply with the ADA, and have a dedicated ADA Coordinator and a process to request a reasonable modification. The motion passed.

Todd will discuss this request with Department of Purchasing and Contracting for additional information and a potential presentation.

Qualifying a Disability Checklist

Jessica and Karolyn will work on creating a checklist to bring back to the committee for input.

ADA Request Form for IHSS Clients

The committee would like to know if Aging and Independence Services are implementing a reasonable modification request form during intake that would remain in a client's file. Todd will invite a representative from AIS to come speak with the committee on this topic.

SB 43 – Behavioral Health

Behavioral Health Board has taken this topic up as their 2024 initiative.

Committee Officer Elections

Vote for Chair

Member Name	Vote
Karolyn Smith	Karolyn Smith
Janette Shelton	Karolyn Smith
Michelle Krug	Absent
Jessica Kramer	Karolyn Smith
Susan Madison	Karolyn Smith

New Chair: Karolyn Smith

Vote for Vice Chair

Member Name	Vote
Karolyn Smith	Janette Shelton
Janette Shelton	Janette Shelton
Michelle Krug	Absent
Jessica Kramer	Janette Shelton
Susan Madison	Janette Shelton

New Vice Chair: Janette Shelton

Committee Structure

Vacancies

Contact Supervisor offices for appointments

- District 1 – 2
- District 2 – 1
- District 3 – 1
- District 4 – 2
- District 5 – 1

County’s Ethics Awareness Fair – March 28, 2024

The committee will be hosting a table at the upcoming Ethics Awareness Fair and discussed the logistics and planning for the event. Todd will coordinate with Sheriff’s department to obtain some Blue Envelope Program memorabilia and create flashcards with the disability questions for the game.

Katie will send the committee the address and parking information for COC.

New Business – Future Agenda Items

The committee will provide final feedback to the DA and provide additional questions.

Meeting Adjournment

The Vice Chair adjourned the meeting at 5:03pm

The next regular meeting will be held on Wednesday, April 17, 2024 at 3:00 pm 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.

1. [Join Zoom Meeting](#)
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