



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 – September 18, 2024 – 3:00pm

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

Members Absent: None

County Staff: Todd Hood and Kate McKnight

Call to Order – Meeting was called to order at 3:03pm

Welcoming Remarks and Introductions

Vote to Approve Meeting Minutes – July 17, 2024

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

Non-Agenda Comment

Jessica Kramer: Senior and Disability Victimization Policy

Guest Speaker: Jacqueline, Jackson, California Commission on Disability Access (CCDA)

Commissioner Jackson is currently serving on the State of California’s Commission on Disability Access, is a former member of the County of San Diego’s Committee for Persons with Disabilities, in addition to many other local and state boards focused on accessibility. She spoke with the committee about her history and experience in advocacy and provide her perspective on past actions.

Recommendations:

- Presence at Board of Supervisor meetings and other events
- Recognition of individuals or groups succeeding in accessibility areas
- Networking and connections with decision makers

Vote – Committee Bylaws

Vice Chair Janette Shelton has drafted bylaws for the committee, drafts have been previously distributed to committee members. Grammatical corrections were noted.

A motion was made and seconded to approve the Committee bylaws; five committee members approved and two abstained. Motion carried.

Disability Rights in Behavioral Health Services

Jessica Kramer discussed the difficulty of the ADA accommodation request process universally, what is needed to ensure success for those who need the assistance, and lack of behavioral health resources.

ADA Accommodation Request Process with IHSS

Focus on ensuring employees are trained on how to guide and assist individuals with accommodation requests. Topic expanded and separated to address both IHSS and BHS. Future agenda item added below.

Qualifying for Disability Special Considerations and Protection under the Law

Karolyn and Jessica are working with the DA office to finalize a checklist and identify where and how this will be implemented in training and in the field.

Committee Business

Vacancies

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

Chair Smith is advocating for a committee secretary as the committee continues to grow.

LiveWell Advance Conference – November 21, 2024

Guest Speaker: Cameron Clay, Program Coordinator

The committee's booth request is pending but the committee is continuing to move forward with planning in anticipation of approval.

Mileage expenses for members will be reimbursed and parking is free. Members attending will need to sign up in advance, Todd will send out the link to sign up once available.

Tablecloth Design

Tablecloth was designed within County Communications branding guidelines.

Annual Report to Board of Supervisors

Vice Chair Janette Shelton drafted two versions of an annual report for discussion; the first is a one-page overview and the second is a longer version detailing speakers and notes from the meeting minutes.

New Business – Future Agenda Items

- Office of Emergency Services – Flood Emergency/Fire Preparedness

- Behavioral Health Services - Care Court Presentation
- Disability Checklist – guidelines and definitions
- ADA Accommodation Request and Interactive Process with Behavioral Health Services
- Follow up conversation on Commissioner Jackson’s visit
- Discuss presence at future Board of Supervisor meetings
- Community Recognition
- Nominations and election of Committee Secretary

Action Items

- Jessica will send the current Qualifying Disability checklist to Todd. Katie will then send out to the committee for review and discussion in October.

Meeting Adjournment

The Chair adjourned the meeting at 4:50pm.

[Click here for a video recording of the meeting.](#)

The next regular meeting will be held on Wednesday October 16, 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