

**CALIFORNIA COMMISSION ON DISABILITY ACCESS  
EXECUTIVE COMMITTEE  
MEETING MINUTES**

**February 11, 2015**

**1. CALL TO ORDER**

Chair Guy Leemhuis welcomed everyone and called the meeting of the Executive Committee of the California Commission on Disability Access (CCDA or Commission) to order at 1:30 p.m. at the City of Los Angeles Department on Disability, 201 North Figueroa Street, Suite 100, Los Angeles, California 90012.

The off-site meeting locations for teleconference were the Department of Rehabilitation, 721 Capitol Mall, Room 244, 2<sup>nd</sup> Floor, Sacramento, California 95814.

Chair Leemhuis reviewed the meeting protocols.

**ROLL CALL**

*Commissioners Present:*

Guy Leemhuis, Chair  
Steve Dolim, Vice Chair  
Michael Paravagna

*Commissioners Absent:*

Betty Wilson

*Staff Present:*

Angela Jemmott, Program Analyst  
Brandon Estes, Program Analyst

*Also Present:*

No members of the public were present.

Staff Member Jemmott called the roll and confirmed the presence of a quorum.

**2. APPROVAL OF MEETING MINUTES (December 17, 2014) – ACTION**

**MOTION:** Vice Chair Dolim moved to approve the December 17, 2014, California Commission on Disability Access Executive Committee Meeting Minutes as presented. Commissioner Paravagna seconded. Motion carried unanimously with one abstention.

**3. COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA**

There were no questions or comments from the public.

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**4. WELCOME ELECTED OFFICIAL COMMISSIONERS**

- a. Assemblymember Chad Mayes and staff**
- b. Assemblymember Tony Thurmond and staff**

Chair Leemhuis tabled this item to the next Executive Committee meeting.

**5. INTRODUCE THE NEWLY-APPOINTED STAFF MEMBERS - DISCUSSION**

Staff Member Jemmott introduced Brandon Estes, the CCDA Program Analyst. Executive Committee Members welcomed Mr. Estes and stated they looked forward to working with him.

**6. OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETING - UPDATE**

Staff Member Jemmott stated staff has requested a legal review of the disclaimer for the inspection checklist from the California Building Standards Commission.

Vice Chair Dolim asked if the additional time for the legal review is due to budgetary issues. Staff Member Jemmott stated the Commission has not been charged for legal support thus far.

Vice Chair Dolim stated his concern that further movement on the checklist is stalled until the legal review has been done. Chair Leemhuis asked staff to check on the status and prepare to report their findings in the next full Commission meeting.

Vice Chair Dolim stated he has had inquires into the progress of the legal review from Checklist Committee Members and others. The draft of the checklist was produced and delivered to the Commission and has been attached to the minutes of the full Commission meeting where members of the public can review it. He asked if the removal of the word "draft" from the checklist is only waiting for the legal review before it can be rolled out. Chair Leemhuis answered in the affirmative.

**Action Items**

- Staff is to check on the status of the legal review of the checklist.

**7. COMMITTEE UPDATES**

- a. Education and Outreach**

Chair Leemhuis tabled this item until the next Executive Committee meeting.

- b. Checklist**

Vice Chair Dolim, the Chair of the Checklist Committee, stated there has been no activity since the completed draft checklist was presented at the January full Commission meeting due to the pending legal review.

**Action Items**

- No action items.

**8. CHAIR APPOINTMENTS FOR STANDING/AD HOC COMMITTEES - UPDATE**

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**a. Legislative**

Chair Leemhuis stated Michael Paravagna, Commissioner Hauge, Chair Leemhuis, and Commission Wiele have been appointed to the Legislative Committee.

**b. Data Collection**

Chair Leemhuis stated Vice Chair Dolim and Commissioner Yoo have been appointed to the Data Collection Committee.

Chair Leemhuis asked staff to prepare a spreadsheet showing who is on each Committee to present at the next full Commission meeting. He asked staff to contact all members of the Commission before the next Commission meeting to ask them about Committee appointments to avoid potential embarrassment at the full Commission meeting. He stated the goal that all members of the Commission be actively involved in a Committee; and the spreadsheet will reflect that.

**Action Items**

- Staff is to prepare a spreadsheet of CCDA Committee appointments.

**9. LEGISLATIVE TRACKING**

- a. AB 52 (Gray, Public accommodations: construction-related accessibility claims)**
- b. AB 54 (Olsen, Public accommodations: construction-related accessibility claims)**
- c. AB 67 (Galgiani, Public accommodations: construction-related accessibility claims)**

Chair Leemhuis stated these three bills are notification bills.

Commissioner Paravagna stated the mechanics of how to track bills will be discussed in the Legislative Committee. He suggested having a public hearing on these three bills in the next full Commission meeting where parties from both sides can make a presentation to the Commission to help Commissioners and the public better understand the meaning of the issues and proposals.

Chair Leemhuis suggested developing a consent calendar of what the Commission believes and is concerned with. He suggested reaching out to Assemblymembers to find out what the impetus is for the bills and to bring awareness of the existence of the Commission. He suggested participating in the public dialogue at the Assembly Committee meetings.

Vice Chair Dolim asked what the protocol is for Commissioners. Commissioner Paravagna stated there is no protocol. He stated the need for the Legislative Committee to establish a protocol to recommend to the full Commission.

**Action Items**

- No action items.

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**10. REPORT BY EXECUTIVE DIRECTOR - UPDATES**

- a. Projects**
- b. CCDA Staffing**
- c. Monthly Budget**

Staff Member Jemmott stated there is a project to update equipment and software, staffing is still moving forward, and the budget is doing well and expenditures are on target.

Staff Member Jemmott stated Senator Roth's office has requested that the Commission participate in an event on March 6<sup>th</sup> in Riverside to distribute materials generated by the Commission such as the final inspection checklist. Senator Roth's office is willing to purchase flash drives to put the checklist on for members of the business community in attendance.

**Action Items**

- No action items.

**11. FUTURE AGENDA ITEMS**

Commission Paravagna stated the State Independent Living Council asked him to present at their meeting on March 5<sup>th</sup>. He asked if the Committee should create a protocol or reporting system to track when members engage in these kinds of activities. He suggested creating a form including necessary information and having a collection point in the office to summarize what activities Commissioners have engaged in.

Commissioner Paravagna suggested creating a protocol to help Commissioners solicit organizations to partner with the Commission.

Chair Leemhuis asked Commissioners to email additional future agenda items to staff.

**12. ADJOURN**

Chair Leemhuis adjourned the meeting at 2:08 p.m.