

**MEETING NOTICE AND AGENDA
EXECUTIVE COMMITTEE MEETING**

Wednesday, April 5, 2023

1:30 p.m. – 3:00 p.m.

(The end time is an estimate; the meeting may conclude earlier.)

MEMBERS of the COMMISSION

Chris Downey – Chair
Brian Holloway – Vice Chair
Guy Leemhuis – Immediate Past Chair
Drake Dillard
Dr. Souraya Sue ElHessen
Jacqueline Jackson
Scott Lillibridge
Ashley Leon-Vazquez
Héctor Ramírez

MEMBERS of the COMMISSION

Juan Alanis – Assembly Member
Matt Haney – Assembly Member
Melissa Hurtado – Senator
Rosilicie Ochoa Bogh – Senator
Ida Clair – State Architect
Attorney General Rob Bonta by
Deputy Attorney General Ben Conway

MEMBERS of the STAFF

April Marie Dawson – Executive Director
Phil McPhaul – Operations Manager
Abigail Ridge – Administrative & Legislative Analyst
Stephanie Groce – Data & Research Analyst
Presley Strother – Marketing & Research Analyst

MEETING LINK:

PASSWORD: 158465

MEETING ID: 854 9286 3204

TELECONFERENCE: 1 (215) 446-3656 or **US Toll Free:** 1 (888) 363-4734

Conference Code: 799634

LIVE CAPTIONING

This commission meeting will be on Zoom, via teleconference, and held at the **California Commission on Disability Access Headquarters, located at 400 R Street, Suite 312, Sacramento, California 95811**. Per [Senate Bill 189](#), the Bagley-Keene teleconferencing restrictions have been suspended through July 1, 2023. Therefore, commission members are not required to list their remote locations. Members of the public may participate by Zoom or teleconference from any location.

California Commission on Disability Access (CCDA) would like to provide the highest level of accessibility for all meetings. We encourage you to look at the detailed information starting on page 4 and 5.

Notice is hereby given that the California Commission on Disability Access will hear, discuss, deliberate and/or take an action upon the following items listed in this notice. The public is invited to attend and provide their input or comments.

AGENDA ITEMS:

- 1. Call to Order / Roll Call / Housekeeping**
- 2. Approval of Meeting Minutes (January 11, 2023) – Action**
- 3. Comments from the Public on Issues not on this Agenda – Discussion**
The Full Commission meeting will receive comments from the public at this time on matters not on the agenda. Matters raised at this time may be briefly discussed by the Full Commission and/or placed on a subsequent agenda.
- 4. Executive Director Report – Update and Discussion**
- 5. Financial Report – Update and Discussion**
- 6. Committee Focus for 2023 – Update and Discussion**
 - a. Bylaws
- 7. CCDA Response to Assembly Bill 2917 – Update and Discussion**
 - a. Website Accessibility
 - b. Attorney Compliance
 - Upgrades to the CCDA Legal Portal
 - c. Business Compliance
 - d. Accessible Parking Campaign Toolkit
- 8. High Frequency Litigant Fund – Update and Discussion**
- 9. Listening Forums Update – Update and Discussion**
- 10. Annual Report – Update and Discussion**
- 11. Full Commission Meeting – Update and Discussion**

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12. Future Agenda Items – Discussion

The Full Commission may discuss and set for action future agendas, procedural and substantive items relating to state buildings regulatory programs, Commission policy and administrative matters.

13. Adjourn

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❖ **CCDA's Contact information is as follows:**

- 400 R Street, Suite 310 | Sacramento, CA 95811
Office: (916) 319-9974 | eFax:(916) 376-4216 | TDD/TTY: (800) 735-2929
<https://www.dgs.ca.gov/ccda>

- ❖ CCDA meetings are operating under the requirements of the Bagley-Keene Open Meeting Act set forth in Government Code Section §11120-11132. The Act generally requires CCDA to publicly notice their meetings, prepare agendas, accept public testimony, and conduct their meetings in public unless specifically authorized by the Act to meet in closed session.
- ❖ Meetings are subject to cancellation; agenda items are subject to removal or items may be taken out of order.
- ❖ The Commission meets under the authority of Government Code §14985.
- ❖ The Commission may hold a closed session on pending or proposed litigation involving the Commission [Govt. Code §11126(e)] and personnel matters and performance review relating to the Commission [Govt. Code §11126(a)].
- ❖ The meeting facilities and restrooms are accessible to individuals with disabilities.
- ❖ Each Commission meeting will provide a teleconference line, large print agendas, and captioning.
- ❖ Requests for accommodations for individuals with disabilities (sign-language interpreter, assistive listening device, Braille, or any other accommodation needed by an individual) should be made to the Commission no later than five (5) working days prior to the day of the meeting.
- ❖ Technical difficulties with equipment experienced prior to or during the meeting preventing or inhibiting accessibility accommodation is not cause for not holding or for terminating the scheduled meeting.
- ❖ For the latest information on meeting status, check the [California Commission on Disability Access](https://www.dgs.ca.gov/ccda) website: <https://www.dgs.ca.gov/ccda>.
- ❖ Questions regarding this notice and agenda may be directed to CCDA at ccda@dgs.ca.gov or (916) 319-9974 or mail to: 400 R Street, Suite 310, Sacramento, CA 95811.
- ❖ If you require public accommodation services for CCDA meetings, please contact CCDA Operations Manager Phil McPhaul at (916) 319-9610, email: Phil.McPhaul@dgs.ca.gov, or ccda@dgs.ca.gov, two weeks before the scheduled meetings, to assure appropriate resources will be reserved.

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- ❖ Public participants can use the “raise hand” function to alert the committee of when they would like to speak, and we will also give an opportunity for public members who have called in to the meeting, at which time they can unmute themselves.
 - ❖ To use the “raise hand* function, please follow these steps:
 - ❖ Using Zoom via Web Browser
 1. First, click on the icon labeled "Reactions" in the toolbar on the bottom center of your screen.
 2. After clicking "Reactions," a new window will show on your screen.
 3. At the bottom right of the screen, there will be button labeled "Raise Hand"
 - ❖ Using Zoom via Mobile Device
 1. Click on the three sideways dots, labeled "More." The “More” option is in the toolbar on the bottom right corner of the screen.
 2. After clicking “More” a new window will pop-up at the bottom of your screen
 3. Press "Raise Hand.

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