

**CALIFORNIA COMMISSION ON DISABILITY ACCESS  
LEGISLATIVE COMMITTEE**

Teleconference Meeting Minutes  
February 8, 2023

**1. Call to Order**

Chair Scott Lillibridge welcomed everyone and called the meeting of the Legislative Committee of the California Commission on Disability Access (CCDA) to order at approximately 1:30 p.m. at the CCDA Headquarters, 400 R Street, Suite 312, Sacramento, CA 95811.

Staff Member Ridge reviewed the meeting protocols.

**Roll Call**

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

Commissioners Present:

Scott Lillibridge, Chair\*  
Ben Conway\*  
Jacqueline Jackson\*

Committee Members Present:

Dan Okenfuss

Staff Present:

April Dawson, Executive Director  
Stephanie Groce, Data and Research  
Analyst  
Phil McPhaul, Operations Manager  
Abigail Ridge, Administrative and  
Legislative Analyst

Other Commissioners Present:

Commissioner Ramirez

\*Participated remotely.

Also Present:

Liz Barris

Corrina Roy, Legislative Consultant, Office of Legislative Affairs, California Department of General Services

**2. Approval of Meeting Minutes (September 7, 2022) – Action**

**Motion:** Commissioner Jackson moved to approve the September 7, 2022, California Commission on Disability Access Legislative Committee Meeting Minutes as presented. Commissioner Conway seconded. Motion carried 4 yes, 0 no, and 0 abstain, per roll call vote as follows:

The following Committee Members voted “Yes”: Committee Members Conway, Jackson, and Okenfuss, and Chair Lillibridge.

**California Commission on Disability Access  
Legislative Committee  
February 8, 2023, Teleconference Meeting Minutes**

**3. Comments from the Public on Issues Not on this Agenda**

Liz Barris asked to present on electro-sensitivity or microwave radiation poisoning at a future Committee meeting.

Executive Director Dawson stated she will contact Liz Barris offline.

Commissioner Ramirez wished everyone a happy African American Black Heritage History Month. They pointed out all the work that African American colleagues have done in the disability rights movement.

Commissioner Ramirez suggested that this Committee work on expanding the Commission's statutory authority to make recommendations and uphold disability rights. Many disability rights laws were not enforced during the COVID-19 pandemic. As a consequence, individuals with disabilities felt left out in every sector.

**4. CCDA's New Committee Member Dan Okenfuss – Update and Discussion**

Staff Member McPhaul introduced new Legislative Committee Member Dan Okenfuss.

Chair Lillibridge welcomed Committee Member Okenfuss on behalf of the Committee.

**5. Committee's Focus for 2023 – Update and Discussion**

**a. Discuss the Legislative Committee's Focus.**

**b. 2023-2024 Legislative Session**

Executive Director Dawson reviewed the Legislative Committee focus for 2023. She stated Legislative Committee Members will track legislation related to the CCDA's mission, and explore mechanisms to provide technical assistance and subject matter expertise to the Legislature on issues related to disability access and compliance.

Executive Director Dawson discussed an opportunity for the Legislative Committee to engage in educational advocacy by becoming a subject matter provider to the Legislature by looking at bills that are before the Legislature that relate to the CCDA's purview and provide feedback about the potential impacts on stakeholders. She asked Corrina Roy to provide more context about what that would mean and how to make that happen.

Corrina Roy, Legislative Consultant, Office of Legislative Affairs (OLA), California Department of General Services (DGS), stated the CCDA can offer the Legislature technical assistance, such as explaining current laws within the CCDA's purview or impacts on stakeholders. She noted that any technical assistance provided to the Legislature would first need to be sent to the OLA for review and approval. The OLA will also work with CCDA staff to develop responses to any questions the CCDA may receive from the Legislature.

Discussion

**California Commission on Disability Access  
Legislative Committee  
February 8, 2023, Teleconference Meeting Minutes**

Committee Member Okenfuss stated it would be a great opportunity for the CCDA to provide technical assistance and to be subject matter experts to the Legislature on legislation.

Commissioner Ramirez agreed and stated the opportunity to leverage technical expertise beyond statutory code would also be good to explore.

Chair Lillibridge agreed and stated one of the Commission mandates is to inform the Legislature on Americans with Disabilities Act (ADA) compliance through the complaints submitted to the CCDA Legal Portal. The fact that there are no punitive measures for attorneys who do not comply with statute by submitting their complaints to the CCDA Legal Portal is a huge gap in the system. For the CCDA to complete its mission, data and how that data is reported to the Legislature is very important. He asked to make this one of the Committee's top priorities in helping to close that loophole so all cases are submitted to the CCDA Legal Portal. This data is required to confirm recommendations or expertise the CCDA provides to the Legislature.

Public Comment

No public comment.

**6. CCDA Response to Assembly Bill 2917: Disability Access: Internet Websites, Parking Lots, and Exterior Paths of Travel – Update and Discussion**

**a. Website Accessibility**

- 1. Attorney Compliance**
  - **Upgrades to the CCDA Legal Portal**
  - **Education and Outreach**
- 2. Business Compliance**
  - **Education and Outreach**

Executive Director Dawson stated the Legal Portal has several category upgrades that would encompass examples of alleged website violations. She stated she has engaged with the California Bar Association that has agreed to partner with the CCDA in putting together social media campaigns to remind attorneys of their obligations to the CCDA in statute. She stated the CCDA will also partner with the Division of the State Architect (DSA) and the Department of Rehabilitation (DOR) to create a toolkit by January of 2024 to help businesses avoid website access violations.

Executive Director Dawson stated Assembly Bill (AB) 2917 also requires the CCDA to create toolkits on accessible parking, including exterior paths of travel. The Business Owners and Operators and Construction Industry Workgroups have been meeting for approximately one year to create drafts of two toolkits that will eventually be utilized by those industries to ensure that parking and exterior paths of travel are accessible to individuals with disabilities.

Executive Director Dawson stated draft toolkits were submitted to the DGS Office of Public Affairs and the DSA for review and feedback, which will be integrated into the

**California Commission on Disability Access  
Legislative Committee  
February 8, 2023, Teleconference Meeting Minutes**

toolkits. The Workgroups will meet in February to finalize the documents. The final drafts will be submitted to the Commission for review and approval prior to dissemination.

There was no Commissioner discussion or public comment.

### **7. 2023 Listening Forums – Update and Discussion**

Executive Director Dawson stated the idea behind the CCDA Listening Forums is to bring the business and disability communities together with local government officials to discuss gaps in business access, challenges in services being provided, how the CCDA can be of assistance, and how to move forward together to solve concerns. The Listening Sessions were put on hold due to the COVID-19 pandemic; however, planning has now resumed for the 2023 Listening Forums. Four forums will be conducted in the summer and fall of 2023 in different parts of the state: San Jose, Santa Rosa, and locations to be determined in the Central Valley and in the Los Angeles area.

Executive Director Dawson stated the statewide data will be synthesized in a final forum to review feedback gathered, trends, and current work of the CCDA. The CCDA will try to provide language access at the forums and ensure that educational materials are provided in multiple languages.

There was no Commissioner discussion or public comment.

### **8. Future Agenda Items**

No future agenda items were offered.

### **9. Adjourn**

Chair Lillibridge stated the next Legislative Committee meeting will be held on June 7, 2023.

**Motion:** Chair Lillibridge moved to adjourn the February 8, 2023, California Commission on Disability Access Legislative Committee meeting. Commissioner Jackson seconded. Motion carried 4 yes, 0 no, and 0 abstain, per roll call vote as follows:

The following Committee Members voted “Yes”: Committee Members Conway, Jackson, and Okenfuss, and Chair Lillibridge.

Chair Lillibridge adjourned the meeting at approximately 2:30 p.m.