

CALIFORNIA COMMISSION ON DISABILITY ACCESS FULL COMMISSION

Meeting Minutes
June 25, 2025

Part I. CCDA Full Commission Meeting, 10:00 a.m. – 1:00 p.m.

1. Call to Order

Chair Chris Downey welcomed everyone and called the meeting of the California Commission on Disability Access (CCDA or Commission) to order at 10:04 a.m. The meeting was on Zoom, via teleconference, and held at the California Commission on Disability Access Headquarters, located at 400 R Street, Suite 312, Sacramento, California 95811.

Housekeeping

Staff Member Ridge reviewed the meeting protocols.

Roll Call

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

Commissioners Present:

Chris Downey, Chair

Brian Holloway, Vice Chair

*¹Rosilicie Ochoa Bogh, Senator, by Alicia Grinnals

*Rob Bonta, Attorney General, by Deputy Attorney General Ben Conway

*Dr. Catherine Campisi

Ida Clair, State Architect

*Drake Dillard

*Jacqueline Jackson

Ashley Leon-Vazquez

Dr. Luciana Profaca

Sarahann Shapiro

*Participated remotely

¹ a.m. only

Commissioners Absent:

Juan Alanis, Assembly Member

Matt Haney, Assembly Member

Melissa Hurtado, Senator

Scott Lillibridge

Hector Ramirez

Staff Present:

April Dawson Rawlings, Executive Director

Debbie Mallari, Legal Counsel

Abigail Ridge, Operations Manager

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Maeve Mahoney, Administrative Analyst

Also Present:

Viet Vo, Legislative Consultant, Office of Legislative Affairs, California Department of General Services (DGS)

Pledge of Allegiance

Chair Downey led the Commission in the Pledge of Allegiance.

2. Approval of Meeting Minutes (March 26, 2025) – Action

Commissioner Shapiro noted that the agenda lists the approval of the meeting minutes for March 25th when the minutes were for the March 26th meeting.

Motion: Vice Chair Holloway moved to approve the March 26, 2025, California Commission on Disability Access Full Commission Meeting Minutes as presented. Commissioner Dillard seconded. There was no public comment on the motion. Motion carried 6 yes, 0 no, and 2 abstain, per roll call vote as follows:

The following Commissioners voted “Yes”: Commissioners Dillard, Jackson, Leon-Vazquez, Dr. Profaca, and Shapiro, and Vice Chair Holloway.

The following Commissioners abstained: Commissioner Dr. Campisi and Chair Downey.

3. Comments from the Public on Issues Not on this Agenda – Discussion

No members of the public addressed the Commission.

4. New CCDA Commissioner Dr. Catherine Campisi – Discussion

a. Senate Rules Committee Appointee

Executive Director Dawson Rawlings welcomed Dr. Catherine Campisi to the Commission and read her biography, which was included in the meeting materials.

Chair Downey and Commissioners welcomed Commissioner Dr. Campisi to the Commission.

5. Sub-Committee Reports – Update and Discussion

a. Executive Committee

Chair Downey, Chair of the Executive Committee, deferred the presentation on the Executive Committee to Vice Chair Holloway.

Vice Chair Holloway provided a brief update on the work of the Committee since the last Commission meeting:

- The Committee discussed the current strategic planning process and provided feedback to Commission leadership on ways to improve the process.

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b. Education and Outreach Committee

Commissioner Dr. Profaca, Chair of the Education and Outreach (E&O) Committee, provided a brief update on the work of the Committee since the last Commission meeting:

- The next Committee meeting will be held on July 23rd. The Committee will hear updates on the strategic planning process, the misconceptions video services, and how the Commission can be a resource to municipalities regarding the Mandatory Americans with Disabilities Act (ADA) Disclosure Notices.
- At future meetings, the Committee will explore beyond business licenses where Mandatory ADA Disclosure Notices might be provided, such as licensing boards.
- There is a desire among Committee members to provide meaningful feedback about the Commission's outreach strategies.

c. Checklist Committee

Commissioner Dillard, Chair of the Checklist Committee, provided a brief update on the work of the Committee since the last Commission meeting:

- The Committee heard an update on the strategic planning process.
- Committee members suggested that "Checklist Committee" does not reflect the essence of the Committee. This will be discussed at a future Committee meeting.
- The Committee also suggested that the CCDA increase its technical assistance capacity through means such as hiring a staff member with code knowledge, consulting through an influencer to increase the CCDA's social media presence, and creating or appearing on podcasts.
- Staff will be bringing proposed changes to their outreach material to the Checklist Committee for review at the next meeting.

d. Legislative Committee

Executive Director Dawson Rawlings provided a brief update on the work of the Committee since the last Commission meeting:

- The next Committee meeting will be held on August 20th. The Committee will discuss the Committee's purpose, hear an update on the strategic planning process, and have a conversation on how to work more closely with the Office of Legislative Affairs.

There were no questions from Commissioners and no public comment.

6. CCDA Executive Director Report – Discussion

a. Administrative and Operational

Executive Director Dawson Rawlings provided a brief update on the work of the Commission since the last Commission meeting:

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Program Highlights

Staff conducted a webinar training on accessibility compliance for the California Hotel and Lodging Association on June 5th.

The CCDA strategic planning process is underway. Staff met with Dr. Kevin Christophe in late April to discuss the deliverables. Dr. Christophe will be updating the Committee later in the agenda.

New Commissioner

Commissioner Dr. Catherine Campisi was appointed by the Senate Rules committee.

Commissioner Vacancies

The CCDA has one vacancy for a Governor appointee representing the interests of the disability community.

Reappointments

Commissioners Dillard and Jackson were reappointed by the Governor. They are awaiting Senate confirmation.

Commissioner Leon-Vasquez, a Speaker of the Assembly appointee, is awaiting reappointment.

Staffing Updates

Maeve Mahoney was hired as an Administrative Analyst.

The CCDA has three vacant positions due to turnover and promotions. The Education and Outreach Analyst and Marketing and Outreach Analyst positions are posted.

Financial/Operational Highlights

CCDA management continues to meet with Budgets and Contracts monthly.

Presentations/Conferences/Meetings Attended

Executive Director Dawson Rawlings reviewed her list of conferences and meetings attended since the last Commission meeting.

b. Financial Review

Executive Director Dawson Rawlings reviewed the Fiscal Year (FY) 2024-25 Third Quarter Financial Report, which was included in the meeting materials. It was prepared by the DGS budget analyst team.

- The CCDA's Total Budget Spending Authority for FY 2024-25 ending June 30, 2025, was \$1,562,000.
- The total budget authority for Personal Services for FY 2024-25 ending June 30, 2025, was \$834,000.
 - As of June 30, 2025, \$576,851 was spent.

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- The total budget authority for Operating Expenditures and Equipment for FY 2024-25 ending June 30, 2025, was \$728,000.
 - Year-to-date expenditures and encumbrances for Operating Expenditures and Equipment for FY 2024-25 ending June 30, 2025, was \$282,642.
- The CCDA has started to expend funds from the High Frequency Litigant (HFL) Fund, which comes from court fees paid by those who are statutorily designated as high frequency litigants. The HFL Fund currently contained \$1,023,000 as of June 30, 2025.

Executive Director Dawson Rawlings stated more has been spent in Operating Expenditures and Equipment and the HFL Fund because there are encumbrances that have not yet been reflected in the financials.

Discussion

Chair Downey asked staff to share with the Hotel and Lodging Association that touch-screen thermostats are a barrier for the disability community.

Public Comment

There was no public comment.

7. CCDA's Outreach, Projects, and Meetings – Update and Discussion

Executive Director Dawson Rawlings presented her report:

a. Upcoming CCDA Listening Forum and Presentations

- The next E&O Committee meeting will be held on July 23rd.
- The next Legislative Committee meeting will be held on August 20th.
- The next Checklist Committee meeting will be held on September 10th.
- The next Commission to Community Listening Forum will be held virtually on August 1st and will be focused on Sacramento County. Commissioner Lillibridge will be the moderator and Vice Chair Holloway will be a member of the panel about challenges and opportunities with disability access.

b. Project Docket and CCDA Video Series: Myth Busting

- The 2024 Annual Report to the Legislature is two to three months ahead of where it was this time last year. It is currently going through the approval process prior to sending it to the printer and posting it on the website.
- The CCDA Myth Busting video series will soon be finalized. The ten videos in the series will be released one at a time.
- The Resources Tab on the website is being updated for easier flow.
- The Checklist Committee will be involved, along with representatives from the Division of the State Architect, in updating outreach materials.

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c. Upcoming Meetings

- A lunch-and-learn webinar on the CCDA Business Owners and Operators Guide to Accessible Parking was held in April in collaboration with the Pacific ADA Center. It was the most successful webinar to date in terms of attendance and feedback. Exit surveys will now be given to webinar participants to better analyze event success.
- A second lunch-and-learn webinar in collaboration with the Pacific ADA Center will be held in October on Small Business Resilience in Times of Disaster.

Discussion

Commissioner Dr. Campisi asked about a flyer or Facebook page to publicize the community forums so Commissioners can help spread the word.

Executive Director Dawson Rawlings stated it will be posted on the CCDA's Facebook page. She stated staff will send information out on LISTSERV and will include Commissioners in the flyer dissemination. Also, the recordings of all webinars are included on the CCDA's YouTube channel.

Public Comment

There was no public comment.

8. Legislative Bill Reporting – Update and Discussion

Viet Vo, Legislative Consultant, Office of Legislative Affairs, DGS, reviewed the Legislative Calendar and summarized the CCDA Legislative Status Report on the bills staff is tracking, which were included in the meeting materials.

a. Assembly Bill 84: Disability access: construction-related accessibility claims: notice of violation and opportunity to correct

This bill is currently in the Assembly Judiciary Committee. A hearing date has yet to be determined.

b. Assembly Bill 395: Holidays

This bill passed the Senate Education Committee this morning and has been referred to the Senate Judiciary Committee. It will be heard on July 8th.

c. Senate Bill 470: Bagley-Keene Open Meeting Act: teleconferencing

This bill is in the Assembly Governmental Organizations Committee. A hearing date has yet to be determined.

d. Assembly Bill 649: Disability access: construction-related accessibility claim

This bill is currently in the Senate Judiciary Committee and will be heard on July 15th.

e. Assembly Bill 780: Disability access: construction-related accessibility claims: notice of violation and opportunity to correct

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This bill is similar to SB 84. This bill failed the Policy Committee deadline and is now a two-year bill.

Commissioners thanked Mr. Vo for his comprehensive report and asked clarifying questions.

Public Comment

There was no public comment.

9. CCDA Strategic Planning Conversation – Discussion

Executive Director Dawson Rawlings reviewed the CCDA Strategic Planning Conversation: 2025-2030 Draft Strategic Plan document, which was included in the meeting materials. She provided a brief overview of the status of the strategic planning process and goals. She noted that the draft goals listed in the document were based on emerging themes from conversations with Commissioners and the Stakeholder Focus Group. She stated the next phase in the strategic planning process is a community engagement brainstorming process, which will include surveys and hybrid meetings or summits to give everyone the opportunity to provide input into the strategic plan.

Discussion

Commissioner Dr. Profaca asked for additional detail on Phase 2 of the strategic planning process.

Executive Director Dawson Rawlings stated the Focus Group will continue to meet to put together a survey and plan the two summit meetings. Staff will gather ideas and suggestions from these public meetings and the Commission and Committees will engage in brainstorming sessions at future meetings. The strategic plan will be finalized either at the end of October or, more realistically, by the March Commission meeting.

Commissioner Leon-Vazquez suggested digital access of these documents.

Public Comment

There was no public comment.

10. Next Full Commission Meeting: Wednesday, October 22, 2025 – Update and Discussion

Executive Director Dawson Rawlings reviewed the tentative agenda for the October Commission meeting and asked for feedback and suggestions.

Discussion

Commissioner Shapiro asked about the location for the October meeting.

Executive Director Dawson Rawlings stated the October Commission meeting will be held at the CCDA headquarters in Sacramento.

Public Comment

There was no public comment.

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11. Future Agenda Items – Discussion

Chair Downey asked Commissioners for suggestions for the next agenda.

Commissioner Dr. Campisi suggested a discussion on the increasing issue of stores, particularly grocery stores, putting displays with boxes and crates of items in the aisles.

Commissioner Shapiro suggested discussing the purchase of two to three accessible microphones and other modular sound equipment that can travel with staff to be used at Commission meetings across the state.

Commissioner Shapiro suggested a discussion on using the HFL Funds to facilitate Certified Access Specialist (CASP) inspection grants or repair grants for small businesses.

Commissioner Shapiro suggested a discussion on artificial intelligence (AI) translation and captioning services, such as Wordly AI, that provide translation in multiple languages.

Lunch Break

Part II. CCDA Commission to Community, 2:30 p.m. – 4:00 p.m.

12. Welcome and Commission to Community Opening

Executive Director Dawson Rawlings welcomed everyone to the Commission to Community segment of the meeting, the Commission's commitment to spotlighting various regions around the state to learn best practices, challenges, and opportunities from the business and disability communities' perspectives. She stated the goal is also to brainstorm solutions, identify opportunities for disability access, and increase awareness about issues from communities to help the Commission best tailor programs, materials, and resources.

13. Panel Discussion: Commission to Community

a. How do we Remove Barriers and Achieve Accessibility for All?

Executive Director Dawson Rawlings noted that Robert Heidt, President and CEO, Sacramento Metropolitan Chamber of Commerce, who was invited to represent the business community perspective, was unable to be in attendance.

Executive Director Dawson Rawlings introduced Brandi Bluel, Executive Director, Sacramento Resources for Independent Living (RIL), who was invited to represent the disability community perspective, and asked her a series of questions to facilitate the discussion:

1. Can you share a little bit about yourself and your organization?

- The role of the RIL is to promote individuals with a disability to live as independently as they can and to empower them to make decisions in their own lives.

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2. What is one thing you want businesses to know about serving customers with disabilities?
 - It is the law. The ADA was signed into law 35 years ago.
 - Not all disabilities can be perceived.
 - People with disabilities want their basic rights.
3. Why is access important to you personally and professionally?
 - Accessibility is a basic human right. People with disabilities want to be a part of the community.
4. As a customer with disabilities, what are the most common barriers faced by people with disabilities in accessing businesses in Sacramento County? Do you have recommendations to offer to address those issues?
 - Barriers: Heavy doors, no ramps, inaccessible font sizes or types on menus, and inaccessible online menus.
 - Recommendations: Large-print menus, menus in Braille, and ensure that online menus are accessible. Reducing the door-opening force can be less expensive than buying a door-opener.
5. As a representative of the disability community, what misconceptions do you believe are held by members of the business community about your access needs? How do those misconceptions affect members of the disability community?
 - That improvements are expensive and not needed or that one accommodation is all that is required – one size does not fit all.
6. As a representative of the disability community, how can the disability community work together with businesses to promote proactive accessibility changes rather than waiting for a lawsuit to happen? What role does the RIL play in that?
 - Having an open dialogue about disabilities and how to make a more accessible Sacramento. The RIL and other disability agencies will come out and do trainings and make suggestions on how a space can be more accessible.

Discussion

Commissioner Dr. Profaca asked about one change the CCDA can make relative to access.

Ms. Bluel suggested that disability and access trainings could be done when a new business opens with ongoing refresher trainings every few years.

Commissioner Shapiro stated there is a misconception in the business community sometimes about how expensive things are. Many small business owners want to do the right thing but the costs are higher than expected. She stated there are inexpensive options like putting up a sign with the accessible path of travel. Ways need to be found to help small business owners increase accessibility. She suggested that the Commission work toward making more resources available.

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Commissioner Shapiro stated cities and counties are not modeling improved accessibility. She suggested that the Commission push for governmental and municipality accessibility. She asked for examples where government facilities being more accessible might help with independent living.

Ms. Bluel gave the example of the Capital Mall event grounds renovation, which looks beautiful but blocks ramps, etc. The RIL reached out to the city about the lack of event accessibility at Capital Mall and ended up purchasing ramps to install in this newly-renovated area and securing ASL interpreters for events. She stated overlooking accessibility undoubtedly was not done intentionally. Education on accessibility awareness is important so renovations and upgrades can seamlessly include accessibility in the design from the start.

Ms. Bluel stated the RIL is currently working with the city on a document about how to host more accessible events. The first draft is expected to be completed in August.

Executive Director Dawson Rawlings agreed with being proactive rather than reactive. She gave an example to show that, even if resources are nearby, not everyone knows about them. She stated she was asked to train a group of public health professionals and nonprofit leaders who would be setting up temporary spaces in nonprofit organizations to give COVID vaccines. Ramps were required but no one knew that there were ramps in storage close by or how to get authorization to use them. Executive Director Dawson Rawlings happened to know about the ramps and who to contact for authorization.

Commissioner Dr. Campisi asked about ideas for independent living centers (ILCs) to be more informed about the Commission and what it offers and how to spread the word to business and disability communities. It is important to share resources and problem-solving strategies.

Ms. Bluel stated the 28 ILCs in California meet regularly. Most ILCs belong to the California Foundation for Independent Living (CILC), which meets three times per year. She offered to set up a presentation for the Commission to hear from multiple executive directors about their work. She stated she is also working on how to spread the word to the business community, such as through social media.

Vice Chair Holloway acknowledged that disability access sometimes gets lost in all the other responsibilities of running a business. He stated the Commission reaches out to the business community through brochures, tool kits, and videos, and staff is physically out in the field talking to leaders and businesses on how to improve accessibility. He asked what the RIL does to outreach to the business community.

Ms. Bluel stated the RIL does not reach out to the business community for these kinds of issues. She stated every county in California has an ILC. She agreed that everyone should know how to access their local ILC. The RIL has been focusing outreach in the older adult disability populations. To reach individuals outside the older adult disability population, the RIL has been rethinking and restructuring its outreach to state offices and restaurants.

Commissioner Dillard asked who needs RIL services the most.

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Ms. Bluel agreed that not every consumer is the same. The RIL does work in finding affordable and accessible housing. RIL services are delivered based on need.

Public Comment

There was no public comment.

14. Adjourn

Chair Downey thanked everyone for participating and asked for a motion to adjourn the meeting.

Motion: Commissioner Shapiro moved to adjourn the June 25, 2025, California Commission on Disability Access Full Commission Meeting. Commissioner Dr. Profaca seconded. Motion carried 8 yes, 0 no, and 0 abstain, per roll call vote as follows:

The following Commissioners voted "Yes": Commissioners Dr. Campisi, Dillard, Jackson, Leon-Vazquez, Dr. Profaca, and Shapiro, Vice Chair Holloway, and Chair Downey.

There being no further business, the meeting was adjourned at 3:29 p.m.