



# Disability Advisory Committee

## Meeting Notes Action Items

**Date:** Tuesday, November 16, 2021

**Time:** 1:00 P.M – 2:00 P.M.

**Location:** Microsoft Teams

**Team Members in Attendance:** Mauro Lara, Suzanne Hemphill, Roger Jones, Lisa Lane, Leeann Maxwell, Molly Owens, Jenny Geminder, Michelle Prince, Anthony Jones

**Absent Members:** Pamela Hoyt, Sergio Garcia

Guests: Nicole Placencia

Time	Topic	Notes/Action
1:00 – 1:10	Welcome / Introductions Mauro Lara	Review of last month: we did not have a quorum because of the busy month of October. We had to cancel the meeting for October.
1:10 – 1:15	Review & Approve September 21, 2021 Meeting Minutes	Motion to approve by Lisa Lane. Second by Michelle Prince. Approved by committee. No Abstaining. No no votes.
1:15 – 1:35	Inclusive Conversations Guide Feedback	Presentation regarding DEI's Inclusive Conversations Guide to receive feedback. DEI requested to have the group comment and review the concept of the training. DEI is taking the idea for the training to all of the resource groups at HCD. We discussed how conversations about D & I can be difficult, and the point of this training will be to reduce obstacles in better communication and to normalize discussions that are traditionally "off limits".

<b>Time</b>	<b>Topic</b>	<b>Notes/Action</b>
<b>1:15 – 1:35 (Continued)</b>	Inclusive Conversations Guide Feedback (continued)	<p>These conversations will be started during onboarding and during 1:1 meetings. The training will consist of practice scenarios for supervisors to open up the conversation and give employees the opportunity to proactively discuss what they need for support, such as “What can I do as a leader to support your success? Is there a barrier related to race, gender, etc. that we can talk about so I can help?”</p> <p>Comments given to DEI on the idea of this training.</p>
<b>1:35 – 1:40</b>	Update DAC Membership	Member Angel left HCD, so she has created a vacancy.
<b>1:40 – 1:50</b>	Disability Awareness Month-Discussion	We had great participation for all events but the book club. National Disability Month was very successful this year and the presenters were great and the topics were varied. The survey regarding the events was answered by 30-40 employees. Workload was listed the main barrier to more participation, but most HCD employees were able to attend one or more. Committee discussed having an upcoming event for a building walkthrough to help participants view their surroundings from a disability perspective, possibly walking through a property that receives funding through HCD.
<b>1:50-1:55</b>	Public Comments	No public comments.
<b>1:55</b>	Adjourn – Next Meeting	Next meeting is December 21, 2021 at 1:00pm