

MONTEREY COUNTY

COMMISSION ON DISABILITIES

1441 SCHILLING PLACE, SALINAS, CA 93901
(831) 755-5117 ~ Fax (831) 796-8521



MONTEREY COUNTY COMMISSION ON DISABILITIES REGULAR MEETING

MONDAY, JULY 31, 2023

MINUTES

I. Call to Order and Introductions

Vice Chairperson Sugabo called the Regular Meeting to order at 2:02 p.m.

Commissioners Present – John Gay, Roger Miller, Libby Sofer, Cristy Sugabo, Lilia Chagolla and Lorraine Gonzales.

Commissioners Absent – Johnny Morales and Nona Childress

Staff Present – Senior Equal Opportunity Analyst, Leeset Torres; Administrative Secretary, Ruby Jacinto; and Deputy County Counsel, Marina Pantchenko

II. Public Comment

None.

III. Action Item: Approval of the Regular Meeting Action Minutes of May 22nd, 2023.

The Commission on Disabilities approved the draft Action Minutes of May 22, 2023.

Commissioner Gay made a motion to approve the Regular Meeting minutes of May 22, 2023 as submitted; seconded by Commissioner Sofer; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

IV. Discuss and Approve Graphics for COD Strategic Planning Objective 1:1: Launch Social Media Platforms – Civil Rights Office

Emi Wilbur, CRO Intern, gave a presentation on COD flyer and graphics for social media platforms.

The COD reviewed, discussed, and approved the COD flyer and graphics as presented.

Commissioner Chagolla made a motion to approve the COD flyer and graphics for social media platforms; seconded by Commissioner Sofer; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

V. **Discuss and Approve Meeting Schedule for County's Social Media for COD Strategic Planning Objective 1.1: Launch Social Media Platforms – Civil Rights Office**

Leeset Torres, Senior Equal Opportunity Analyst, gave a presentation on COD meeting schedule for social media platforms.

The COD reviewed, discussed, and approved the meeting schedule as presented.

Commissioner Chagolla requested to have the COD Meeting Schedule for 2024 added to the agenda for the next regularly scheduled COD meeting in September for review and approval.

Commissioner Chagolla made a motion to approve the meeting schedule as discussed; seconded by Commissioner Sofer; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

VI. **Review, Discuss and Approve Letter of Introduction for COD Strategic Planning Objective 2.1: Create a Service Provider List that Identifies Current Partners and Potential New Partners – Commissioner Sofer & Sugabo**

Leeset Torres, Senior Equal Opportunity Analyst, gave a verbal presentation on the COD Letter of Introduction.

The COD reviewed, discussed, and approved COD Letter of Introduction as presented.

Commissioner Sofer made a motion to approve the letter of introduction as discussed; seconded by Commissioner Gay; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

VII. Receive an Update on COD Email Account for COD Strategic Planning Objective 2.1: Create a Service Provider List that Identifies Current Partners and Potential New Partners – Civil Rights Office

Leeset Torres, Senior Equal Opportunity Analyst, gave an update on the COD email account.

VIII. Review, Discuss and Approve COD Business Cards – Civil Rights Office

Leeset Torres, Senior Equal Opportunity Analyst, gave a presentation on the COD business cards.

The COD reviewed, discussed, and approved the COD business cards with the following revisions:

Include COD email and phone number

Replace “title” with “Commissioner”

Address line should be 2 lines and centered

Increase font size on contact info

Add QR Code on backside of card

Commissioner Chagolla made a motion to approve the COD business cards as revised; seconded by Commissioner Gay; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

IX. Review, Discuss, and Approve Assignments and Updates to COD Strategic Plan – Civil Rights Office

Leeset Torres, Senior Equal Opportunity Analyst, gave a presentation on the assignments for COD Strategic Plan.

Commissioner Sugabo gave a status update on Objective 1.1 and requested to update the proposed implementation from spring 2022 to fall 2023.

Commissioner Chagolla gave a status update on Objective 1.3 and requested to add COD QR code to social media flyers and fact sheet. Chairperson Chagolla will draft COD Fact Sheet.

COD Goal/Objective 2.1; goal accomplished.

Commissioner Gonzales gave a status update on Objective 2.2 and requested to update the proposed implementation from spring 2023 to spring 2024.

Commissioner Sofer gave a status update on Objective 2.3. Commissioner Sofer will contact CCIL about scheduling a presentation for COD meeting in November. Commissioner Sofer will give a status update at the next COD meeting in September.

COD Goal/Objective 2.6; goal accomplished spring 2023.

Commissioner gave a status update on Objective 3.3. Commissioner Miller will give a 20-min ADA presentation at the next COD meeting in September.

COD Goals/Objectives 4.1 and 4.2; goals accomplished.

The COD discussed next steps regarding unassigned assignments/objectives and approved to table those items for further discussion at the next COD meeting in September.

Commissioner Chagolla made a motion to table the COD unassigned assignments/objectives as discussed; seconded by Commissioner Sofer; motion passed by the following vote:

AYES: Sugabo, Chagolla, Sofer, Gonzales, Miller, and Gay

NOES: None

ABSENT: Childress and Morales

ABSTAIN: None

X. Review, Discuss, and Approve COD's Availability and Logistics for the Annual West End Celebration in Sand City – Civil Rights Office

The COD discussed and provided feedback on their availability to participate in the Annual West End Celebration.

Commissioner Sofer will follow up with Sand City and connect with CRO with more information. CRO will distribute COD flyers at this event.

XI. Announcements and Events

West End Event Drum Classes – August 6th and 7th

XII. Future Agenda Items

CCIL Presentation

Addition of Strategic Plan Unassigned Goal Objectives: 1:2, 2:4, 3:1 and 3:2

2024 Meeting Schedule

XIII. Adjournment

The meeting was adjourned at 3:52 p.m.