

# CALIFORNIA COMMISSION ON DISABILITY ACCESS LEGISLATIVE COMMITTEE

Teleconference Meeting Minutes  
August 14, 2024

## 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. The meeting was on Zoom, via teleconference, and held at the CCDA Headquarters, 400 R Street, Suite 312, Sacramento, California 95811.

Chair Lillibridge reviewed the meeting protocols.

### Roll Call

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

#### Committee Members Present:

Scott Lillibridge, Committee Chair  
Jacqueline Jackson\*  
Sarahann Shapiro\*

#### Committee Members Absent:

Rob Bonta, Attorney General, by Deputy Attorney General Ben Conway  
Dan Okenfuss

\*Participated remotely

#### Staff Present:

April Dawson Rawlings, Executive Director  
Stephanie Groce, Data and Research Analyst  
Phil McPhaul, Operations Manager  
Sabina Nakarmi, Program Technician  
Abigail Ridge, Administrative and Legislative Analyst  
Presley Strother, Marketing and Outreach Analyst  
Amber Thomas, Education and Outreach Specialist

#### Also Present:

Beth Maynard, California Building Standards Commission and Member, CCDA  
Checklist Committee  
Melerie Michael, Office of Legislative Affairs, California Department of General Services

## 2. Approval of Meeting Minutes (April 24, 2024) – Action

**Motion:** Committee Member Shapiro moved to approve the April 24, 2024, California Commission on Disability Access Legislative Committee Meeting Minutes as presented. Committee Member Jackson seconded. There was no public comment on the motion. Motion carried 3 yes, 0 no, and 0 abstain, per roll call vote as follows:

**California Commission on Disability Access  
Legislative Committee  
August 14, 2024, Teleconference Meeting Minutes**

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

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

No members of the public addressed the Committee.

**4. CCDA Listening Forums – Update and Discussion**

Executive Director Dawson Rawlings stated the CCDA has been hosting Listening Forums across the state to give small businesses the opportunity to meet with local representatives, disability access representatives, and representatives of chambers of commerce to learn about resources and tips to keep their organizations strong and how to bring in more customers with disabilities.

Executive Director Dawson Rawlings presented her report:

**a. Prior Listening Forums**

- A Listening Forum titled “Americans with Disabilities Act (ADA) Opportunities for Small Businesses” was held in Orange County in June. It was mainly attended by representatives of chambers of commerce and included members of the disability community.
- The forum followed the pattern of previous Listening Forums held in San Jose and Monterey. The panel was made of the President of the Newport Beach Chamber of Commerce, a representative of an independent living center, and a Certified Access Specialist (CAsp). Panel Members answered questions from the audience.
- Commissioner Clair, State Architect, gave a training on the basics of access that businesses should consider and incentives that businesses can use if they are faced with a lawsuit.

**b. Future Plans and Collaboration Ideas**

- An online version of the Orange County Listening Forum is in the process of being planned.
- Details are being finalized for a Sacramento County Listening Forum to be held this fall.
- Staff is working with the city and county of Los Angeles to hold a Listening Forum for the Greater Los Angeles Region in early 2025.

There were no questions from Committee Members and no public comment.

**5. Legislative Bill Tracking – Update and Discussion**

Melerie Michael, Legislative Consultant, Office of Legislative Affairs, Department of General Services (DGS), summarized the CCDA Legislative Status Report on the bills staff is tracking, which was included in the meeting materials.

**California Commission on Disability Access  
Legislative Committee  
August 14, 2024, Teleconference Meeting Minutes**

**a. Assembly Bill 1757: Accessibility: internet websites**

This bill will be heard on August 15, 2024, during the Senate Appropriations Committee hearing.

**b. Assembly Bill 3279: State Bar of California**

This bill is on the Senate floor awaiting a vote.

There were no questions from Committee Members and no public comment.

**6. Pacific ADA Webinar Series – Discussion**

**a. Overview: ADA Opportunities for Small Businesses**

**b. Upcoming Events**

**c. Future Plans**

Executive Director Dawson Rawlings stated the CCDA has been hosting Lunch-and-Learn sessions as part of the ADA Business Webinar Series on ADA Opportunities for Small Businesses in partnership with the Pacific ADA Center.

- The first webinar in the ADA Business Webinar Series was held on May 30, 2024, and covered the intersection between Title 1 and Title 3 of the ADA, effective communication, service animals, and how to perform reasonable modifications for customers.
- The second webinar in the series was held on July 18, 2024, and covered the ADA and the Olmstead Act Anniversary, how the ADA applies to today's world, website accessibility cases, Affordable Care Act and Website Title II rulemaking, and recent court cases. Members of the disability community shared their perspectives on what it was like to grow up with the ADA and civil rights, how it has evolved over time, and how to protect disability rights in the future.
- The third webinar in the series will be held on September 5, 2024, and will cover holiday hospitality and how businesses can keep access at the forefront during the busy holiday season.

Discussion

Chair Lillibridge stated he has attended the first two ADA Business Webinars and noted appreciation for the personal stories shared during these sessions. Personal stories are more powerful than stating facts and quoting the law. He encouraged everyone to attend and to spread the word about the upcoming September 5<sup>th</sup> webinar.

Public Comment

There was no public comment.

**7. CCDA's Annual Report to State Legislature – Update and Discussion**

Executive Director Dawson Rawlings presented her report:

**a. History and Overview**

**California Commission on Disability Access  
Legislative Committee  
August 14, 2024, Teleconference Meeting Minutes**

Executive Director Dawson Rawlings provided an overview of the background of the CCDA legislative mandates, the CCDA Legal Portal for collecting data on alleged disability access violations, the types of businesses involved, how the cases were resolved, whether a CASp was hired or evaluation conference was done, top-ten lists of alleged violations and regions, and the CCDA Annual Report to the State Legislature that includes staff analyses and findings on the data collected and information on what the CCDA has done to increase business access compliance during that reporting period.

Executive Director Dawson Rawlings stated the data collected by the CCDA not only informs the Legislature; it helps the CCDA target programming. The CCDA will do outreach and prepare education modules and toolkits for regions of the state where violations are trending to help businesses and communities of greatest need.

**b. Status of 2023 Annual Report**

Executive Director Dawson Rawlings stated the Annual Report to the Legislature is typically submitted the following year. The 2023 Report is in the last stages of internal review and will soon be sent to the Legislature and made available to the public.

**c. Development of 2024 Annual Report**

Executive Director Dawson Rawlings stated staff has begun work on the template for the 2024 Annual Report.

There were no questions from Committee Members and no public comment.

**8. Website Accessibility – Discussion**

**a. CCDA’s Toolkit Development**

Executive Director Dawson Rawlings provided an update on the CCDA’s toolkit and modules to comply with AB 2917 that mandated the CCDA to begin collecting information in the CCDA Legal Portal about alleged accessibility claims related to websites and to partner with the Division of the State Architect (DSA) and the California Department of Rehabilitation (DOR) to conduct trainings and create a toolkit around this.

Executive Director Dawson Rawlings stated the DOR gave permission to use their toolkit related to Title II entities for the CCDA’s adaptation to Title III entities. She noted that much of the information is the same. The final draft of the newly adapted toolkit is expected to be published by the end of this year or early next year.

There were no questions from Committee Members and no public comment.

**9. Educational Materials for Business Owners: Americans with Disability Act (ADA) and California Building Code (CBC) Compliance – Discussion**

Executive Director Dawson Rawlings presented her report:

**a. Accessible Parking Campaign (APC)**

**California Commission on Disability Access  
Legislative Committee  
August 14, 2024, Teleconference Meeting Minutes**

- The Accessible Parking Campaign toolkits for business owners and the construction industry are posted on the website and have been distributed through the mailing list. The Contractors State License Board co-sponsored the toolkit for the construction industry and will be helping with the outreach phase.
- Both toolkits are in the process of being translated into the top threshold languages in California.

**b. Business Listing/Common Violations**

- The business listing contains tips and the common alleged disability access violations that businesses should be aware of.
- The final draft is in the last stages of internal review and will soon be shared at a future Commission meeting and made available to the public. It is expected to be published by the end of this year or early next year.

**c. Key Code Project and Attorney Compliance**

Executive Director Dawson Rawlings updated the committee on CCDA's Legal Portal's Key Code project status.

There were no questions from Committee Members and no public comment.

**10. Future Agenda Items – Discussion**

No future agenda items were offered.

**11. Adjourn**

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

**Motion:** Committee Member Shapiro moved to adjourn the August 14, 2024, California Commission on Disability Access Legislative Committee Meeting. Committee Member Jackson seconded. Motion carried 3 yes, 0 no, and 0 abstain, per roll call vote as follows:

The following Committee Members voted "Yes": Committee Members Jackson and Shapiro, and Chair Lillibridge.

There being no further business, the meeting was adjourned at approximately 2:30 p.m.