LOS ANGELES COUNTY COMMISSION ON DISABILITIES

BYLAWS

Adopted May 20, 1998

ARTICLE I - NAME

The Commission shall be known as Los Angeles County Commission on Disabilities. As used in these Bylaws the word "Commission" refers to the Los Angeles County Commission on Disabilities.

ARTICLE II - LEGAL AUTHORITY

The Commission was authorized by Ordinance No. 11,138 which added Article LXIX to Ordinance No. 4099 of the Administrative Code May 20, 1975.

ARTICLE III - PURPOSE

The Commission was established by the Board of Supervisors (Board) in 1975, to advise the Board on the needs and talents of people with disabilities throughout the County. Commission members represent a broad variety of disabilities, disability services and include a representative of the California Department of Rehabilitation.

ARTICLE IV - DUTIES

The Commission shall have the following duties:

1. With the assistance of County departments and others, advise the Board on the unique needs of people with disabilities, including, but not limited to, the areas of health, finance, employment, education, public attitudes, barriers, and recreation.

2. Conduct studies and make recommendations to the Board for improvement of policies, systems, and procedures in any areas the Commission feels are necessary, in the best interest of people with disabilities.

3. Cooperate with organizations seeking to improve services to people with disabilities and advise the Board on the efforts and activities being made for people with disabilities by other government agencies and private organizations.

4. Evaluate the adequacy of existing laws and proposed legislation related to people with disabilities from the County's point of view, and suggest necessary legislation which the County may wish to sponsor.

5. Study and report on matters referred for such review by the Board.

ARTICLE V - MEMBERSHIP

The membership of the Commission shall consist of seventeen (17) persons appointed and serve at the pleasure of the Board, plus one (1) member nominated by the State Department of Rehabilitation. The terms of the members shall be for two years beginning on July 1st of the year of appointment and expiring on June 30 unless said appointment is to fill the unexpired term of a previous member, in which case, the term of the successor shall be the unexpired term of his/her predecessor.

ARTICLE VI - OFFICERS

The officers of the Commission shall consist of a President, First Vice President, Second Vice President and a Treasurer. Each officer shall be elected in June, or at the next regular meeting thereafter, with a limit of two (2) consecutive terms in the same office. Officers can reapply for the same office two (2) years after the termination of their last term in that office. Nominations of candidates for President, First Vice President, Second Vice President and Treasurer may be made by (a) the Nominating Committee, (b) the **President**; (c.) Commission

members in accordance with Robert's Rules of Order, subject to the provisions for submission of the Declaration of Candidacy form as set forth herein.

A Nominating Committee shall be appointed at the March Commission meeting or at the next regular meeting thereafter by the President. The Nominating Committee shall submit a slate of officers at the May Commission meeting or at the next regular meeting thereafter.

No person shall be nominated for the position of President, First Vice President, Second Vice President and a Treasurer of the Commission unless he/she has submitted to the Commission staff, the written Declaration of Candidacy form, signed by the candidate at least 10 days before the May Commission meeting or at the next regular meeting thereafter. The President shall open the floor for nominations at the April meeting. After such nominations have been completed, and Nominating Committee has reviewed candidacy qualifications, a full slate in alphabetical order and copies of the Declaration of Candidacy form of all persons nominated, shall be sent to each member by certified mail, not less than one week prior to the next regular meeting, at which time the annual election shall take place. Elections shall be decided by a majority vote of the quorum.

ARTICLE VII - DUTIES OF OFFICERS

A. **President**:

1. The President shall preside at meetings of the Commission.

2. The President shall appoint all members and the Chairperson of each Committee unless otherwise provided in these Bylaws. Such appointments shall be made following the election of officers in June, with consideration given to the preference indicated by each Commissioner for membership of such Committees. The President shall be an officio member of all Committees, except the Nominating Committee. All Commissioners shall serve on at least one standing Committee in order to serve as an officer of the

Commission.

3. The President, or his or her designated appointee, shall represent the Commission at public functions.

4. Once the President as a whole has acted on an item or otherwise approved an action that requires further acts for full implementation, the President shall have authority to undertake the tasks required for full implementation. Such authority shall include the ability to prepare correspondence, Board memoranda, or reports to the Board. In no event shall the President be granted the authority to act unilaterally on any item that requires action by the Commission as a whole.

B. First Vice President:

First Vice President shall serve as First Vice President of the Commission and will perform the duties of the President in the absence of the President.

C. Second Vice President

The Second Vice President shall serve as Second Vice President of the Commission and will perform the duties of the First Vice President in the absence of the First Vice President and the duties of the President in the absence of the First Vice President and the President and will perform any other responsibilities as directed by the President.

D. Treasurer:
The Treasurer shall oversee the activities of the Commission Fund and shall present a written financial report at the January, April, July, and October Commission meetings or as requested by the Commission.

ARTICLE VIII - COMMISSION MEMBERS

The Commission shall have general supervision of all matters pertaining to the Commission. It shall be the duty of each Commission member to attend all meetings of the Commission except in case of illness or emergencies. If a member of the Commission has unexcused absences from three (3) consecutive regular meetings or fifty percent of regular meetings in any half of a calendar year whichever is greater, such absences shall be reported to the appointing Supervisor by the President.

It shall be the policy of this Commission that no Commissioner will engage in a personal attack in public on any other member of this Commission. There are, and will continue to be, differences of opinion on the myriad of issues the Commission considers, and that is as it should be and reflects diverse viewpoints. However, no personal attacks in public will be countenanced. Such behavior will be subject to censure by the Commission and shall be reported to the appointing Supervisor with a recommendation for dismissal.

ARTICLE IX - COMMITTEES

The Commission may establish standing or ad hoc Committees at its discretion, define their areas of operation and concern, and establish rules of operation. Unexcused absences by Commissioners from more than twenty-five percent of the meetings of a Committee of which the Commissioner is a member during any twelve-month period shall constitute automatic resignation from that Committee. Staff will apprise Commissioners before the absences reach the twenty-five percent level.

ARTICLE X - MEETINGS

Regular monthly meetings shall be held on the third Wednesday of each month, except that the President of the Commission may change the date and place of any meeting at his or her discretion subject to the requirements of the Brown Act. Consideration may be given to holding meetings in different geographic areas at times convenient for public

attendance subject to the requirements of the Brown Act. One (1) more than half of the current membership (a majority) of the Commission shall constitute a quorum.

ARTICLE XI - AMENDMENTS

These Bylaws may be amended by a two-thirds (2/3) vote of the quorum present at any regular Commission meeting. Notice of Intention to amend the Bylaws must be sent by certified mail to members of the Commission ten (10) days in advance of the date set for consideration of such amendments.

ARTICLE XII - PARLIAMENTARY AUTHORITY

Unless otherwise prescribed in the Bylaws, all Commission meetings shall be governed by the Procedural Rules set forth in the current edition of “Roberts Rules of Order Newly Revised”, which were adopted at the organization meeting of the Commission on Disabilities on May 20, 1975.

Revised: 08/2013

Los Angeles County Commission on Disabilities

Celebrating 39 Years of Leadership & Advocacy

www.laccod.org

MEMBERS

Janet A. Neal
President

Winslow C. Reitnouer
1st Vice President

John B. Troost
2nd Vice President

Wendy Welt Narro
Treasurer

Wan Chun Chang
Edward A. Colley
Michael G. Gureckas
John R. James
Steve Miller
Maria Mustelier-Parrish
Alexia Teran
Kecia B. Weller
Sheila D. Wright

Commission on Disabilities
2014-2015

Slate of Candidates

President
Ed Colley
Janet A. Neal

1st Vice President
John Troost
Wendy Welt Narro

2nd Vice President
Janet A. Neal
John Troost
Wendy Welt Narro

Treasurer

Per the Commission bylaws, the full slate in alphabetical order and copies of the Declaration of Candidacy of all persons nominated shall be sent to each member by certified mail, not less than one week prior to the next regular meeting. Above is the slate of candidates and attached are the Declaration of Candidacy forms for each candidate.

The election of officers for 2014-15 will take place on June 18, 2014 at 1:00 p.m., Room 374-A, Hall of Administration during the regularly scheduled Commission meeting.

Declaration of Candidacy for the 2014-2015 Term

TO: **NOMINATION COMMITTEE MEMBERS**

I Ed Colley would like to be considered as a candidate for the following office(s): (Can apply for more than 1 office. Will be appointed to 1 seat.)

☑ President ☐ 1st Vice President ☐ 2nd Vice President ☐ Treasurer

Activities since my appointment to the Commission:

(a) Served as Committee Chair of _____

(b) Served on the following Committees:

_____

(c) Represented the Commission as a speaker at workshops, conferences, etc.:

_____

(d) General community activities during the past 10 years:

_____

_____

(e) Additional information: _____

Signed: _____

Date: 4/16/14

Note: Please submit additional information on a separate sheet.

Declaration of Candidacy for the 2014-2015 Term

TO: **NOMINATION COMMITTEE MEMBERS**

I Janet A. Neal would like to be considered as a candidate for the following office(s): (Can apply for more than 1 office. Will be appointed to 1 seat.)

☒ President ☐ 1st Vice President ☐ 2nd Vice President ☐ Treasurer

Activities since my appointment to the Commission:

(a) Served as Committee Chair of EVENTS, TRANSPORTATION EXECUTIVE, Commission.

(b) Served on the following Committees:

Events,

(c) Represented the Commission as a speaker at workshops, conferences:

KTYM, Jeffry Foundation, LACITY Commission

(d) General community activities during the past 10 years:

LA, County Commission Radio Show - The Dora Gehty network

Janets Planet L.A. Blog Spot.com., Visit Community events and promote Commission + luncheon

(e) Additional information:

Signed: Neal

Date: 4/16/14

Note: Please submit additional information on a separate sheet.

Declaration of Candidacy for the 2014-2015 Term

TO: NOMINATION COMMITTEE MEMBERS

I Janet Neal would like to be considered as a candidate for the following office(s): (Can apply for more than 1 office. Will be appointed to 1 seat.)

☒ President ☐ 1st Vice President ☒ 2nd Vice President ☐ Treasurer

Activities since my appointment to the Commission:

(a) Served as Committee Chair of Events, Executive, Transportation, Community Service.

(b) Served on the following Committees:

Events, Executive, Transportation, Community Service, Public Relations

(c) Represented the Commission as a speaker at workshops, conferences, etc.: CalTrans, ETYM Janets Planet + The Disability Network State Access Commission, LA City Comm on Disability, Jeffrey Foundation

(d) General community activities during the past 10 years: National Assoc of Professional Women, Member in Good Standing; LA County Comm on Disabilities LA City Commission on Disability, Ehlers-Danlos Nat Foundation

(e) Additional information: Have Several Disabilities, HAVE NOT missed any commission events and only 2 meetings since 2003

Signed: Neal

Date: March 16, 2014

Note: Please submit additional information on a separate sheet.

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— For Immediate Release —

Janet A. Neal
2010/2011 NAPW Professional Woman of the Year

A Passionate Advocate for Community Betterment

Janet A. Neal, H.S.W., President of the **Los Angeles County Commission on Disabilities**, is being honored as a 2010/2011 Professional Woman of the Year in Human Services by National Association of Professional Women, a prestigious distinction awarded by the 200,000-strong membership of NAPW who join together to develop innovative business and social relationships.

Janet Neal is in position to empower and enrich the lives of over a million residents of Los Angeles County. A tireless advocate for people with disabilities, Ms. Neal heads the **Los Angeles County Commission on Disabilities**–and it is she who has the power to effect the civic changes necessary to make positive, life-altering change in the lives of her fellow Los Angelenos.

The 17-member Commission was established in 1989. Ms. Neal and her team advise the Los Angeles County Board of Supervisors on solutions and programs to achieve a barrier-free county where people with disabilities have equal access to programs and services.

An in-demand lecturer at public education events and workshops, Ms. Neal maintains a busy schedule as a public figure and advocate for her humanitarian agenda.

Ms. Neal's expertise in a variety of disciplines–consulting, music, media and entertainment–is on display with her hosting duties on the ***Disability Network***, the only live-captioned radio show on KTYM Radio Station 1460 AM. She is a highly charismatic and caring program hostess, promoting disability awareness, community outreach, and providing a medium for open discussion on a range of topics and issues that affect people with disabilities and their families.

Ms. Neal earned her Associates of Arts degree from Los Angeles City College. She worked for more than 14 years in early childhood education and development, serving as an administrator, director, and teacher in various preschools throughout Los Angeles County.

Janet A. Neal
H.S.W II

President

Company:
Los Angeles County Comission on Disabilities, Kenneth Han Hall of Administration

Keywords:
Radio show for disabled, KTYM radio, Los Angeles County Commission on Disabilities, hman services, crisis intervention, early childhood education, fund raising

Links:
Website: http://www.laccod.org/
http://www.ktym.com/ http://www.yourcaptioner.com/
NAPW: http://www.napw.com/profile/10104390/Janet-NealHSWII/

As a member in Good Standing, No Absences, and President of the Los Angeles County Commission on Disabilities, my priority is this commission. I don't miss meetings and attend, and support, all commission functions and activities. I strive to represent the Concept that "Disabled does not mean unable!". As a person with several disabilities (Ehlers-Danlos Syndrome, Fibromyalgia, Arthritis, Asthma and undetectable HIV - from a Transfusion); It has always been my goal to bring together all people with disabilities to support and accept each other in order to work on common goals, like inclusion and uniform universal access.

2013 - 2014 Goals & Accomplishments

- Establish better communications with: staff, Liaisons & Commissioners
- Activate Committy structure
- Appoint Committy Chairs, and request participation by all commissioners, as required.
- Hold regular executive Committy meetings. Appoint 2 at-large Non-Voting members.
- Obtain quorum for most of our regular meetings
- Increase Public Attendance.

Janet A Neal

JANET A NEAL

Declaration of Candidacy for the 2014-2015 Term

TO: **NOMINATION COMMITTEE MEMBERS**

I would like to be considered as a candidate for the following office(s):

___ President _X_ 1st Vice President _X_ 2nd Vice President ___Treasurer

Activities since my appointment to the Commission:

(a) Served as Committee Chair of Education Committee 1977 to Present

(b) Served on the following Committees: Education Committee, Executive Committee, Events Committee, IHSS Committee, Baldwin Hills Kenneth Hahn Regional Park Citizens Advisory Committee, Culver City 504 Ad Hoc Committee, Culver City Disability Citizens Advisory Committee, LA Southwest College DSP&S Advisory Committee & LATTC DSP&S Advisory Committee

(c) Represented the Commission as a speaker at workshops, conferences:

SEE ENCLOSED RESUME'

(d) General community activities during the past 10 years:

SEE ENCLOSED RESUME'

(e) Additional information:

SEE ENCLOSED RESUME'

Signed: John B. Frost

Date: 4-18-2014

John Bowden Troost
3650 Fairland Boulevard
Los Angeles, California 90043
(323) 291 9212
winnie_cody@att.net

EDUCATION: Master of Science in Education - School of Education - Special Education
University of Southern California 1982

THESIS TITLE: "A Model for In Depth Training of Care Providers for the Cerebral Palsied Who Want to Live Independently"

Bachelor of Science - School of Education – General Studies in Education
University of Southern California 1976

CREDENTIAL: California Community College Instructor Credential (Lifetime)

EXPERIENCE:

1989 – 1993 Los Angeles Trade Technical College, Los Angeles, California
Handicap Specialist / Work-Ability III Program Coordinator
Activity Supervisor for the Work-Ability III Program.

Assisted graduating, and Department of Rehabilitation clients, individually, with resume' preparation. Provided an open-entry-open-exit discussion class on job search techniques. Conducted and videotaped mock interviews so that students could critique themselves.

1987 – 1988 Educational Center for the Deaf/Independent Living Center, Los Angeles, California
Attendant Referral Specialist

Established a registry of Personal Care Attendants for new Independent Living Center. Contacted numbers of hospitals and various home health agencies within the Centers service area to locate persons with physical disabilities needing personal care assistance in their private homes.

1985 – 1987 Westside Opportunity Workshop for the Developmentally Disabled, Culver City, California
Pre-Vocational Counselor/Activities of Daily Living Instructor

Instructed and supervised developmentally disabled clients who were enrolled in a work activity day program.

1982 – 1984 Southeast Center for Independent Living, Downey, California
Coordinator of Attendant Services

Recruited through the use of Public Service Announcements: screened, trained and placed persons to work as Personal Care Attendants for severely disabled persons living independently at home. Participated in the Discharge Planning process at Rancho Los Amigos Medical Center. Assisted clients in applying for State supported In-Home Supportive Services funding. Averaged 15 placements per month.

1978 – 1980 National Information Center for Special Education Materials (NICSEM)
University of Southern California, Los Angeles, California
Editor

Abstracted information about special education instructional materials for inclusion into a nationwide data base. Assisted the Director in exploring new funding sources for the project which was located at the University.

COMMUNITY SERVICE:

2012 to Present Board Member, ACCESS Services, Board of Directors

Appointed by the Los Angeles County Commission on Disabilities to represent their interests on ACCESS Services, Inc., Board of Directors.

2007 to Present Commissioner, Los Angeles County Commission on Disabilities, Los Angeles, California
Meets Monthly

Re-Appointed by Supervisor Yvonne Brathwaite Burke to represent the needs of persons with developmental disabilities living in Los Angeles County.

1995 to 2006 Member, Culver City Optimist Club, Culver City, California
Met Weekly

In 1997 started and assisted the Club in developing a program which we distributed soft toys to young hospitalized children. Have arranged these visitations to local area hospitals, four to six times a year.

1988 – 1989 Volunteer, Los Angeles Trade Technical College, Los Angeles, California
10 to 12 hours per week of Volunteer Service and eventually led to employment.

Assisted the Assistant Dean of Disabled Student Programs and Services with duties, such as budgeting, Payroll Activities, and writing grant proposals.

1976 – 2007 Commissioner, Los Angeles County Commission on Disabilities, Los Angeles, California
Meets Monthly

Originally Appointed by Supervisor Kenneth Hahn to represent the needs of individuals with Developmental Disabilities living in Los Angeles County Commission Chair/President – 1981 – 1983, 2011 - 2013
Vice President – 1980, 2009, 2010, 2011, 2013

1985 - 2002 Member, Culver City Disability Advisory Committee, Culver City, California
Met alternate months

Appointed by the City Council, to represent the needs of persons with physical disabilities living in Culver City. Selected to represent the Disability Advisory Committee for two terms on the Community Development Block Grant Committee. Participated in the Committee's action that brought CBDG funding to Culver City to fund the construction of the new Culver City Senior Center. Received a City Commendation for my contributions to the City and to the disabled community.

1982 - 1984 Member, Ad-Hoc 504 Committee, Culver City, California
Met on an as needed basis

One of an eight-member committee appointed by the City Council to advise the City Council as to ways to meet Section 504 guidelines of the Rehabilitation Act of 1978. Assisted in the formation of the Office of Disability Services, within the city of Culver City. Received a City Commendation for effort spent on developing the first phase of the wheelchair ramp curb removal project.

1978 - 1979 USC Class Member, University Affiliated Program/Children's Hospital of Los Angeles
USC Course requirement

Attended multi-disciplinary seminars and full evaluation conferences which dealt with the development of Individual Program Plans of severely handicapped children.

FAMILY LIFE Live in the Unincorporated, part of Los Angeles County known as View Park, which is located in the Southwest portion of Los Angeles with my Wife, Evangeline, and my two Step-Children Arjie and Trixie.

REFERENCES: Available upon request File maintained at the University of Southern California Educational Placement Bureau

Declaration of Candidacy for the 2014-2015 Term

TO: **NOMINATION COMMITTEE MEMBERS**

I Wendy Welt Narro would like to be considered as a candidate for the following office(s): (Can apply for more than 1 office. Will be appointed to 1 seat.)

☐ President ☒ 1st Vice President ☒ 2nd Vice President ☐ Treasurer

Activities since my appointment to the Commission:

(a) Served as Committee Chair of Executive, Events, Transportation

(b) Served on the following Committees:
Throughout my 14 years serving as a Commissioner I've served on every Committee.

(c) Represented the Commission as a speaker at workshops, conferences, etc.:
I'm a huge advocate for people with disabilities + most of my life have done many speaking engagements.

(d) General community activities during the past 10 years:
Volunteer for Got Kids? charity where we helped abandoned, abused + disabled children + young adults!

(e) Additional information: _____

Signed: Wendy Welt Narro

Date: 04-16-14

Note: Please submit additional information on a separate sheet.