

# LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH

## Access for All UsCC Minutes

July 10, 2024

10:00 AM – 12:00 PM

Microsoft Teams Meeting

Attendees: **Maria Elena Arauco, Racquel Decipeda, Maria Tan, Lourdes Rabello, Ann Marie Yamada, Commissioner Carlos Benavides, Junko Nagamatsu, Dr. Erik Escareño, Aaron Icedo, Ruth Wen, Irma Velasquez, Gabriela Velasquez, Sarah Murad, Margaret Mendenhall, Commission Fran Sereseres, Hajar, Dr. Alison Freeman**

DMH staff: **Dr. Darlesh K. Horn, Jo Ann Freeman, Mirtala Parada Ward, riKu Matsuda, Suyapa Umanzor, Yue Hua Xu, Angel Baker, Alex Elliott, Kelly Wilkerson, Jennifer Alquijay, Keianna Crenshaw, Rosario Ribleza, Tracy Tisino, Chiyah Lawrence, Ken Shoulders**

Microsoft Team: **Keith Wells, John Palacio**

Interpreters and captioners: Alex (Spanish), Lucy (Spanish), Mara (ASL), Sharon (ASL), Stephanie (CARTS)

Agenda Items	Discussion and Recommendations
Welcome and Disability Etiquette	Co-chair Racquel Decipeda welcomed everyone and reviewed the disability etiquette.
Land Acknowledgment	Dr. Alquijay gave the land acknowledgment and shared the link to the LA City/County Native American Indian Commission- <a href="https://lanaic.lacounty.gov/">https://lanaic.lacounty.gov/</a>
Introductions	Racquel facilitated introductions. Everyone introduced themselves with name, pronouns, where they work and a physical description.
Approve June Meeting Minutes	Racquel called for motion to approve. Dr. Erik Escareño motioned to approve, seconded by Commissioner Fran Sereseres. Motion passed with no objection.
DMH Update	Keianna Crenshaw gave a comprehensive overview of the key aspects of the MHSA Stakeholder Groups Bylaws and Code of Conduct. Keianna reviewed the important sections of the bylaws, emphasizing the need for stakeholders to thoroughly understand and provide feedback on the bylaws. The objectives include providing input to enhance culturally-specific

	<p>groups and improving services for marginalized ethnic communities. Stakeholders are encouraged to actively engage in quality improvement activities and ensure meetings are open, transparent, and accessible to all. Reasonable accommodations, including translation services and ADA accommodations, will be provided for all stakeholders. Racquel inquired about accessible documents for blind and low-vision folks, Dr. Escareño inquired about who informed the process to change the bylaws and code of conduct. They said the 2min speaking time was not equitable or considerate of people living with disabilities who may have difficulty with the time limit. Mirtala Parada Ward said the point was valid and confirmed the document is evolving and all feedback will be considered. Jo Ann Freeman noted that Access for All and all DMH meetings need to be more accessible with plan language, simple visual pictures, and simple summaries. This information should be shared with the group in advance. The group thanked Keianna for the presentation.</p> <p>Alex Elliott presented on the progress and initiatives of the Americans with Disabilities Act (ADA) unit, focusing on various accomplishments and ongoing efforts to improve accessibility and support for individuals with disabilities within the LA County Department of Mental Health (DMH). Some highlights include the establishment of an ADA unit, hiring of ADA coordinator and sign language specialists, approval of bilingual bonuses for American Sign Language (ASL), collaboration with Microsoft to address accessibility concerns, and plans for policy modifications and training to meet updated ADA and Section 504 requirements. Additionally, initiatives such as the Microsoft adaptive hub and accessories aim to increase access to assistive technology for DMH employees with disabilities.</p>
Co-chair Update	No update
Capacity Building Project Brainstorming	<p>Dr. Alquijay discussed the changes in accounting policy that no longer allow carrying over project funds from one year to the next. She mentioned that an audit resulted in the decision that any unutilized funds by June 30th would be forfeited. To address this, a transition plan was devised to finish ongoing projects and allocate budgets accordingly. Dr. Alquijay clarified that 80-90% of the UsCC budget for the Access for All is still available. Regarding project decisions, Dr. Alquijay presented options to proceed with previously-approved projects, new projects, or a combination of both. New projects must be completed by June 30th, 2025, with proposals for them expected to go out in August. Lastly, Dr. Jennifer highlighted that some UsCC groups are considering deferring new project proposals to the following fiscal year to streamline the process.</p> <p>Junko Nagamatsu asked a question that prompted a discussion focused on the need to plan and allocate finances for projects in a timely manner. It was emphasized that starting from this year, the budget cycle will strictly adhere to a July to June timeline without extensions.</p>

	<p>Moving forward, the goal is to initiate brainstorming for new projects early in the year, with project proposals finalized by May to ensure readiness for implementation in July. There was consideration of using previous proposals to save time, creating new ones, or a combination of both for this year. riKu expressed his willingness to work on project ideas and proposals throughout the year. Margaret Mendenhall asked a question that prompted Dr. Alquijay to share the bidding process for the projects is handled by the Internal Services Department to ensure fairness and lack of bias. Typically, bidders are given 3-4 weeks to submit their bids, but potentially more time is available. The department aims to have the bidding process completed within a month, which includes the time for solicitation and evaluating whether bidders meet minimum requirements.</p>
Announcements	Happy Disability Pride Month!
Labor Acknowledgment	Racquel Decipeda gave the labor acknowledgement.
Closing	Racquel closed the meeting and thanked all for attending and supporting the meeting.