



## Emergency Medical Services Authority

### Disability Advisory Council (EDAC) Meeting Notice and Agenda

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#### Meeting Purpose

To provide advice and recommendations to the Director on matters relating to California Government Code Section 19795(b) to enhance employment and promotional opportunities with individuals with disabilities and to provide a vehicle for consultation related to effective implementation of the Americans with Disabilities Act (ADA) and Section 504 by the department.

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**Date:** Tuesday, December 16, 2025  
**Time:** 1:00 p.m. (PDT)  
**Place:** Emergency Medical Services Authority  
11120 International Drive, Suite 200  
Berryessa Conference Room

Agenda Topic	Presenter
1. Call to Order / Roll Call	Samantha Gray
2. Approval of July 1, 2025 EDAC Meeting Minutes	Samantha Gray
3. Action: Vote new Chair	Samantha Gray
4. Discuss: Yearly mandatory disability awareness training	Samantha Gray
5. Discuss: Supporting employees with invisible disabilities	Samantha Gray
6. Discuss: Planning a guest speaker	Samantha Gray
7. Roundtable Discussion	All
8. Action Items	Samantha Gray
9. Adjournment	Samantha Gray



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**Prepared by:** Katherine Rice, EDAC Secretary

**Date:** Tuesday, July 1, 2025  
**Time:** 1:00 p.m.  
**Location:** Emergency Medical Services  
11120 International Drive, Suite 200  
Berryessa Conference Room

**Attendees:**

Samantha Gray, Chair  
Melinda Cargile, Vice Chair  
Katherine Rice, Secretary  
Jennifer Sanchez  
Katie Souza  
Aley Gucake  
Nicole Mixon

Agenda Topic	Presenter
<b>1. Call to Order / Roll Call.</b> The meeting was called to order at 1:00 p.m. Roll call was taken.	Samantha Gray
<b>2. Approval of April 8, 2025 EDAC Meeting Minutes.</b> Jennifer Sanchez motioned to approve the meeting minutes. Aley seconded the motion.	Samantha Gray
<b>3. Discuss: Purpose of EDAC .</b> Samantha Gray went over the purpose of EDAC and the role it plays in EMSA.	Samantha Gray
<b>4. Discuss: Push Button on Outside of the Entrance Doors.</b> Samantha Gray discussed how hard it is to open the doors from the outside when in a wheelchair or on crutches. It was noted that there are other doors in the building that have the push buttons on to open the doors. Nicole Mixon motioned to have EDAC generate a letter/memo and submit it to Executive Leadership for their review. Jennifer Sanchez seconded the motion.	Samantha Gray
<b>5. Discuss: Request Required Trainings through EMSA's LMS.</b> Katie Souza discussed the need for additional EMSA wide trainings and suggested adding them to the LMS platform. Samantha Gray motioned to have Katie Souza and Melinda Cargile work together to get all the trainings together, generate a letter/memo and	Katie Souza

submit to Executive Leadership for their review. Nicole Mixon seconded the motion.	
<b>6. Discuss: October Disability Awareness Month.</b> Samantha Gray informed the EDAC that EMSA has a booth for the Disability Employment Awareness Fair on October 9 <sup>th</sup> . There was discussion on how to make EMSA stand out. It was noted that DMS has new vehicle with stretcher that maybe we can borrow if someone could contact Todd. We would also need to contact CHP to have a spot where we can park a car. It was also discussed about having the DMS team join the event. For display information, we should contact IT about printing a banner and other brochures. With regards to shirts and uniforms, reach out to Todd to order. It was agreed upon that everything should be ready by August, and we should have a meeting in September (September 23 <sup>rd</sup> potentially) to go everything.	Samantha Gray
<b>7. Roundtable Discussion.</b>	All
<b>8. Action Items.</b> <ul style="list-style-type: none"> <li>• Generate a letter/memo regarding the push buttons in the outside of the entrance doors for Executive Leadership review.</li> <li>• Generate a letter/memo regarding additional EMSA wide disability trainings for Executive Leadership review.</li> <li>• Disability Employment Awareness Fair preparation.</li> </ul>	Samantha Gray
<b>9. Adjournment.</b> Samantha Gray adjourned at 1:55 p.m. Nicole Mixon seconded.	Samantha Gray