



DR. KAROLYN SMITH  
CHAIR

COMMITTEE FOR PERSONS WITH DISABILITIES  
5500 OVERLAND AVE., SUITE 370, SAN DIEGO, CALIFORNIA 92123  
(858) 505-6628

LAURA HANDZEL  
VICE CHAIR

## Meeting Minutes



Regular Meeting – August 20, 2025 – 3:00 pm

**Members Present:** Chair Dr. Karolyn Smith, Vice Chair Laura Handzel, Secretary Susan Madison, Janette Shelton, Michelle Krug, Jessica Kramer, and Paul Houston Sr.

**Members Absent:** None

**County Staff:** Todd Hood and Katie McKnight

**Call to Order** – Meeting was called to order at 3:01pm by the Chair

### Welcoming Remarks and Introductions

**Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances)**

### Vote to Approve Meeting Minutes – July 16, 2025

- A motion was made and seconded to approve the July 2025 meeting minutes; committee approved

### Non-Agenda Comment

- Nick Zubel and Myla Barker from Office of Emergency Services introduced the Emergency Operation Plan and request community engagement during the public comment period from 9/1/2025 – 10/31/-2025.
  - Plan will be published on their webpage and a survey will be sent out to the committee.
  - Office of Emergency Services to be invited to present at the October meeting agenda.
- John Brady from Lived Experience Advisors suggested topics of interest for the committee.

### **LiveWell Advance Conference and School Summit**

- A response has not yet been received regarding the committee's application for the Connection Hub nor the panel.
- Todd Hood presented last year's flyer and list of resources for the Connection Hub table as a handout, should the application be approved.
  - Committee suggested adding the 988 crisis phone number to the listing of resources.
- Additional giveaway items include the Blue Envelope Program and Take Me Home Program materials as well as the Personal Disaster Plan guide.

### **Effective Meetings**

- Todd showed a video to clarify the use of Point of Order from Roberts Rules of Order
- Request to have additional Robert Rules of Order topics, including rules governing the Chair's actions

### **Strategic Focus Areas and Break Out**

- The committee members collaborated on their individual and committee vision of success in the following topics:
  - Housing Accessibility
  - Transportation Accessibility
  - Behavioral Health and Crisis Stabilization Accessibility
  - Emergency and Public Safety Accessibility

Common themes were noted for future discussion. A motion was made and seconded to have all four topics above discussed as a group at the September meeting; committee approved.

### **Committee Business**

- Organizational Goals – topic tabled to September meeting.

### **New Business – Future Agenda Items**

- Behavioral Health Services Process for Requests for Modifications

### **Meeting Adjournment**

The Chair adjourned the meeting at 4:45pm.

Click the link below for a video recording of the meeting.

[Committee for Persons with Disabilities Meeting – August 20, 2025](#)

The next regular meeting will be held on Wednesday September 17, 2025, at the following address:

County Administrative Center  
Room 302  
1600 Pacific Highway  
San Diego, CA 92101

Alternatively, guests may participate in the meetings via the below Zoom link or teleconference.

- [Join Zoom Meeting](#)
- One tap mobile: +14086380968,,82997774664#
- Call 408-638-0968 and enter Meeting ID 829 9777 4664 when prompted

Committee for Persons with Disabilities website:

<https://www.sandiegocounty.gov/content/sdc/hr/CPD.html>

County of San Diego Accessibility Awareness website:

<https://www.sandiegocounty.gov/content/sdc/cao/oec/accessibility/>