**Governor’s Office of Disability Affairs**

**State As a Model Employer (SAME) Task Force**

**March 12, 2020 9:00 – 10:00**

**AGENDA**

Call to Order

The SAME Meeting was called to order at 10:00 am. The SAME taskforce members and participants were recognized in the official capacities.

Review of recommendations from the [State As a Model Employer Report](https://gov.louisiana.gov/assets/Programs/GODA/SAME_Report.pdf)

Dr. Doug Bordelon, Human Resources Manager, Dept. of Environmental Quality

SAME Report Sections on Accommodations:

**4.8 Include in Agency Plans a Requirement that HR managers, Hiring Managers, and Supervisors Receive Trainings in Reasonable Accommodations and Other Workplace Rights Topics**

**4.9 Publicize to All Staff the Availability of Information, Education, and Training on the Right to Reasonable Accommodation and Workplace Rights for Individuals with Disabilities**

**4.10 Designate a Resource Person within the Agency for Supervisors to Receive Guidance on Workplace Accommodation Issues**

**4.11 Include in Job Postings Statements that Highlight the Commitment to Employ Individuals with Disabilities**

Dr. Bordelon shared his own experiences in his current role as a state employee, relative to the importance of eliminating obstacles of finding employment opportunities. It was mentioned that H.R. personnel must understand how to have the conversation regarding awareness and inclusion in the work force.

Dr. Doug Bordelon provided a presentation on the SAME Report Sections on Accommodation’s Action items below:

It was mentioned that there must be an identification of individuals who are responsible for training, hiring, retention, and involved in the decision making process of hiring.

It was also mentioned that the aforementioned individuals should be included in the conversation relative to eliminating barriers and obstacles.

It was mentioned that conversations and trainings should be relatable. It was mentioned that training can be made relatable by utilizing the following precepts:

* Training as a dialogue,
* Make it relatable.
* Awareness,
* Debunking Assumptions and Generalizations,
* Reframing,
* Educating,
* Productive Discourse,
* Integrate proper education of relevant EEOC and ADA policies and rules.

It was mentioned that departments must be made aware of any problems as it relates to inclusion and diversity so that agencies may be properly counseled.

It was also mentioned that individuals should have productive conversations relative to any and all barriers from hiring individuals with disabilities based on fact, and not assumptions.

It was mentioned that “Getting the Word Out” is important to the goals of the SAME Taskforce. Getting the Word Out is important to implement on the front end, and should disseminated in newsletters, announcements, and whenever possible. This can be done through the following avenues:

* Job postings: “Louisiana is a State as a Model Employer for individuals with disabilities.”
* New Hire Orientation
* Monthly Newsletters
* National Disability Awareness Month

**Taskforce Actions**

For the month of April, the following presentations will be made:

3.3 expansion of Scope of Civil Service Fast Track Rule, and

4.4. Consider use of WAE Part-Time jobs for individuals who are not selected for Full-Time Employment.

**Share update of the 2021 Agency SAME Plans to the Disability Employment Webpage:**

It was mentioned that the 2021 Agency Plans have been uploaded to the governor’s webpage, and may gain access to the information by clicking [here](https://gov.louisiana.gov/page/disability-employment-initiative).

**Update on State ADA Coordinator Proposal**

It was mentioned that a State ADA Coordinator Proposal will be in the Governor’s Legislative Package, and will be up for consideration for the 2021 Regular Legislative Session

**Public Comment**

Dr. Jefferson- OPH received approval for 10 extra hours for their VOICE program, that promotes awareness and training.

**Adjournment**

The committee adjourned at 9:55 am