

ACCESS CODE COLLABORATIVE (ACC) MEMBERSHIP APPLICATION

Individuals being considered for a position on the ACC will be selected based on the information provided on this form. Please include all relevant information.

All information provided in this document are subject to the California Public Records Act and will be made available upon request (Gov. Code Section 6250, et seq.) unless exempt from disclosure under the law.

APPLICANT CONTACT INFORMATION

Name:

City:

Zip Code:

Email/Phone:

MEMBER RELEVANT EXPERIENCE *(Please check all that apply.)*

- Familiar with state and/or federal accessibility standards and their application.
- Past participant in a DSA access code development task force.
- Past participant in access code development, providing comment at public meetings or via written comments.

STAKEHOLDER REPRESENTATION *(Identify the constituencies that the individual named above is able to represent on the ACC. Check all that apply.)*

- Person with a Disability:
 - Vision Hearing
 - Mobility Other
- Disability Advocate:
 - Vision Hearing
 - Mobility Other
- Design Professional:
 - Architect Engineer
 - Landscape Architect Certified Interior Designer
- Building Owner / Facility Management Representative:
 - Government Entity Private
- Certified Access Specialist
- Code Enforcement Representative. Specify jurisdiction below:
- Building/Construction Industry Representative. Specify industry below:

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PREFERENCES *(If candidate has more than one category checked in the constituencies listed above, please indicate in order of preference the constituency group you wish to serve.)*

Preference 1:

Preference 2:

Preference 3:

STATEMENT INTEREST *(This section must be completed for the applicant to be considered for a position on the ACC.)*

1. What does the individual named above hope to contribute to the ACC?

2. How will the individual named above inform and engage the constituents he/she represents?

By submitting this form to DSA, I have read the [ACC Charter](#), and agree to abide by the conditions of service as stipulated therein.

If the submit button does not work, email your completed application (and optional resume) to DSAACCApplications@dgs.ca.gov .

Receipt of the application form will be confirmed by email.

Thank you for your interest.

INSTRUCTIONS

Overview

The Division of the State Architect (DSA) has statutory authority to propose to the California Building Standards Commission (CBSC) amendments to Chapter 11B of the California Building Code (CBC) addressing accessibility of the built environment. DSA created the ACC, a standing body comprised of representative stakeholders, to assist in this task. DSA is seeking individuals to participate as members of the ACC and is accepting applications on an ongoing basis.

ACC Role

The ACC has been established to work cooperatively with DSA to support DSA's rulemaking processes. All approved ACC members have agreed to work collaboratively with DSA and other ACC members to meet the goals of the ACC, whose purpose is to:

1. Offer input and feedback regarding proposed amendments to the CBC.
2. Help create transparency related to the discussion of proposed amendments and recommendations made by the ACC for the rulemaking record.
3. Offer code change proposals for consideration by DSA that address the diverse needs of code beneficiaries (people who need an accessible environment) and the clarity sought by code users (people who design, build, own, operate or regulate the built environments).
4. Identify opportunities to strengthen public awareness, engagement and training to support regulatory development and CBC compliance.

Stakeholder Representation

The ACC is made up of 13 individuals:

- Four Individuals with Disabilities
- Two Disability Advocates
- One Design Professional
- One Building/Construction Industry Representative
- Two Jurisdictional Enforcement Representatives
- Two Building Owner/Facility Management Representatives
- One Certified Access Specialist

and two ex-officio members:

- One Division of the State Architect (DSA) representative
- One Housing and Community Development (HCD) representative

Membership Expectation

The ACC is a consultative or advisory body, without formal decision-making authority. The ACC will offer both input and feedback on DSA's proposed amendments to the accessibility regulations, and offer suggestions for amendments to the accessibility regulations of the CBC for DSA's consideration.

The ACC is facilitated by an independent facilitator to keep meetings productive and collaborative. The ACC operates using a collaborative approach to decision making and strives first for unanimity but will use a consensus of the majority when necessary. Minority opinions are welcome and will be included in the record of the meetings.

ACC members may identify with one or more constituency group, and members are encouraged to take a wide view of issues discussed, considering the needs of all stakeholders. However, each individual selected will be

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chosen to “represent” one of the stakeholder groups identified for inclusion on the ACC, ensuring that as a group, many points of view are considered. Single-interest advocacy is not the role of ACC members, however, thoughtful representation of the group they are chosen to represent is a member's responsibility. Finding ways to engage and conduct meaningful outreach to their constituency is expected of members.

More information on meeting frequency and member responsibility is addressed in the [ACC Charter](#).

How to Apply

Each individual must submit a complete ACC Application. Incomplete applications will disqualify the individual being considered for service. Applicants must:

1. Complete all questions on the ACC Membership Application.
2. Submit the completed form by email to DSAACCApplications@dgs.ca.gov. Applicants have the option to submit a resume in addition to the application, but it is not required.

NOTICE ON COLLECTION

Effective Date: April 12, 2022

Collection of Personal Information. The California Department of General Services’ (DGS), Division of the State Architect (DSA) administers the Access Code Collaborative (ACC) to ensure diverse public participation in the building and standards and regulations development process as specified in Government Code section 4450(b) and California Health and Safety Code section 18934. DSA collects Personal Information (as defined in the DGS Privacy Policy) such as: applicant’s name, city, email address, phone number, relevant experience, and disability details.

Use of Personal Information. DSA collects Personal Information for the purpose of communicating with applicants and establishing applicant eligibility to serve on the Access Code Collaborative. This requires each applicant to:

- Provide their name, city, email address and phone number.
- Identify their relevant experience by selecting all of the following that apply:
 - Familiarity with state and or federal accessibility standards.
 - Past participation in a DSA access code development task force.
 - Past participation in access code development at public meetings or submissions of written comments.
- Identify the constituencies that they represent to ensure representation from a cross section of stakeholder groups. Applicants are to select all of the following that apply:
 - Person with Disability
 - Disability Advocate
 - Design Professional
 - Building Owner / Facility Management Representative
 - Certified Access Specialist (CASp)
 - Code Enforcement Representative
 - Building/Construction Industry Representative.

Providing the following information is mandatory: Applicant Contact Information, Member Relevant Experience, Stakeholder Representation, Preferences, and Statement of Interest. If you decline to provide this information, DSA will not be able to consider the applicant a candidate for the ACC.

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Sharing of Personal Information. DSA will share your Personal Information and other data with representatives from the Department of Rehabilitation and the California Commission on Disability Access, who will be provided with copies of ACC Applications as part of the membership selection process. If selected for membership, a biography will be made available on the DSA Access Code Collaborative web page. Member biographies include information such as the stakeholder group(s) represented by each member and a summary of relevant personal and professional experience. Personal information may be shared with other state and/or local agencies who support or oversee the Program for the following reasons:

- Provide Program services.
- Program management, reporting and evaluation.
- Engage in ordinary business and emergency operations.
- Complying with law, protecting legal rights.
- Ensuring safety of the public, employees, and property.

Furthermore, any Personal Information collected is subject to the protections and limitations in the California Information Practices Act, the California Public Records Act, and state policy. DGS' general privacy policy is available at: <https://www.dgs.ca.gov/Privacy>.

Possible Disclosure of Personal Information. We may be required to disclose your information to comply with applicable laws (including laws outside of your country of residence), regulations, court orders, government, and law enforcement requests, including national security or other law enforcement requirements. Additionally, if we reasonably believe that it is necessary or appropriate, we reserve the right to use or disclose your information to allow us to pursue available claims or remedies and protect our legal rights, property or the safety of our employees, or others, to the extent allowed by applicable law. This includes exchanging information with companies, law enforcement agencies, the district attorney's office, or the California Attorney General's Office for the purposes of fraud detection, prevention and/or prosecution.

Access to Your Information. You have the right to review records containing the information that you provided to DSA. To request access, please contact:

DSA Access Compliance Team
1102 Q Street Suite 5100, Sacramento, CA 95811
DSAACCApplications@dgs.ca.gov
916-445-8100

Free privacy protection and computer security resources are available to you at:
<https://oag.ca.gov/privacy/consumer-privacy-resources>