

Iowa Plains Disability Access Committee
Date: 2/26/2026

Attendance: Brett Peterson, Chad Hauswirth, Brittney Gutzmann, Toni Faber, Faith Miller, Amy Markham, Gloria Graves, Curt Duffield, Kelly Hinds, Shayla Stater, Sarah Baebler, Carolyn Farley, Craig Levine, Richard Mullen, Tammi Erbacher, Tammy Denman, Darbi DeVault, Sarah Hruska

Present:

New Attendees:

Absent:

Note Taker: Shayla

Committee purpose statement: “The Iowa Plains Disability Access Committee strives to create equitable opportunities for all and is dedicated to educating businesses on how to recruit, support, and empower people with disabilities.”

Agenda Items	Notes	Outcomes & Next Steps
Increasing Business Engagement	Updates on potential additional businesses to connect to the DAC: • Quick Star – Kelly / Curt • Maybe broadcast through rotary, chamber, economic development committee Do we need to look at a better time to accommodate schedule.	
Center Accessibility Surveys	Updates on One Stop Certification: Certification process is being worked though.	
NDEAM 2026	October is National Disability Employment Awareness Month – Goal is to keep the momentum through the year Potential “Iowa Plains” event For 2026: • Potential “Valued Workplace Sticker”	

	○ Would like to explore DAP or TTW funding ○ Use Vinyl or Tabel Tent format ● How do we build business partnerships to increase community engagement for NDEAM events ○ Examples – hosting a kick off event ● Other partners to potentially invite & collaborate with: HHS, CRPs, IWD programs, MCOs, IDB, Educational partners.	
Employer Spotlight	Goal to spotlight different businesses through this committee on the IWD social media platforms. This can serve as a way to market their business. Would like to highlight employer perspectives from management on how to support individuals with disabilities with potential to show accommodation process & the value it can bring to a workplace. ● Frequency identified - quarterly to start ● Shayla updated form with feedback: ○ Current Form: https://forms.office.com/Pages/ResponsePage.aspx?id=V6Bfry3ZmUeYV6tdbQNmn2Oeo4qbAMFEqLzgge9HwnpUMUY4TzIUVFZUWIJJVDdFVTVUSzRIMjdFSS4u ● Will keep a pool of more intensive questions for follow up to form submissions. Will keep more questions than needed so options are available. ● Will want to work with IWD's communication team to make them look professional. ○ Potentially link into APSE website to share as well ○ Shayla reached out to Jesse with Comm team & they are in support of this ● Amy / Chad doing the follow ups on submissions or working with local BEC depending on area business is located. ● Do we want to identify a go live date & goal of first post?	
Additional Discussion		
Next Quarter Agenda Items	Meeting Scheduled for 5/28 @ 10:30AM	

Iowa Plains Disability Access Committee
Date: 12/4/2025

Attendance:

Present: Brett Peterson, Chad Hauswirth, Brittney Gutzmann, Toni Faber, Faith Miller, Amy Markham, Gloria Graves, Curt Duffield, Kelly Hinds, Shayla Stater

New Attendees:

Absent: Sarah Baebler, Carolyn Farley, Craig Levine, Richard Mullen, Tammi Erlbacher, Tammy Denman, Darbi DeVault, Sarah Hruska

Note Taker: Shayla

Committee purpose statement:

Agenda Items	Notes	Outcomes & Next Steps
Ticket to Work Funds	Shayla sent out overview on 11/19 via email on use of Ticket to Work Funds Iowa Plains DAC is responsible for overseeing use of funds - discussion on what this entails & when a vote is needed. Less than \$1500 is reviewed by two supervisors & does not need a vote. Reviewed that the pot of money has sufficient funds for most requests we are seeing come in. The EN process through the center generates additional revenue for the pot of money. Examples given when there's additional cost for tools but PJ &/or VR have already funded for tools through their process.	

Finalize Purpose Statement	Continued Discussion on creation of a purpose statement. Reviewed last meeting notes & determined the following as the purpose statement: “The Iowa Plains Disability Access Committee strives to create equitable opportunities for all and is dedicated to educating businesses on how to recruit, support, and empower people with disabilities.”	
Center Accessibility Surveys	Updates on One Stop Certification: Self-Assessments are completed – will be working through the certification process in the near future.	
NDEAM Report Out & Follow Up	October is National Disability Employment Awareness Month – Goal is to keep the momentum through the year IWD’s state level events: • Business award recognitions - there was a capitol event with businesses & employees present Local events: • IVRS - Reverse trick of treating & a Reverse Job Fair • Hope Haven - weekly valued employer spotlight through their social media • One Vision – also had a spotlight with flyers being mailed out • IDB VR - success stories Do we want to have a full “Iowa Plains” event next year? • Discussion on creating a “Valued Workplace Sticker” -- all agreed this would be something of interest ○ Would like to explore DAP or TTW funding ○ Use Vinyl or Tabel Tent format • How do we build business partnerships to increase community engagement for NDEAM events ○ Examples – hosting a kick off event • Other partners to potentially invite & collaborate with: HHS, CRPs, IWD programs, MCOs, IDB, Educational partners.	

Employer Spotlight	Goal to spotlight different businesses through this committee on the IWD social media platforms. This can serve as a way to market their business. Would like to highlight employer perspectives from management on how to support individuals with disabilities with potential to show accommodation process & the value it can bring to a workplace. ● Frequency identified as goal of quarterly to start ● Shayla started to create a short initial form with the goal of it being a 3rd party nominating an employer: ○ Drafted Form: https://forms.office.com/Pages/ResponsePage.aspx?id=V6Bfry3ZmUeYV6tdbQNmn2Oeo4qbAMFEqLzgge9HwnpUMUY4TzlUVFZUWIJJVDdFVTVUSzRIMjdFSS4u ● Will keep a pool of more intensive questions for follow up to form submissions. Will keep more questions than needed so options are available. ● Will want to work with IWD's communication team to make them look professional. Jessie & Victoria as possible POC ○ Potentially link into APSE website to share as well	Discussion on Amy / Chad doing the follow ups on submissions or working with local BEC depending on area business is located. Shayla will touch
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		h base with Jessi e / Com m team
Addit ional Disc ussio n	Increasing business engagement with the DAC – are there other businesses the team would like to include • Quick Star – Kelly / Curt • Maybe broadcast through rotary, chamber, economic development committee How to tailor the agenda discussion into their purpose of the committee. Do we need to look at a better time to accommodate schedule.	Shay la will follo w up on sche dule optio ns for busi ness es on com mitte e.
Next Quar ter Agen da Items	Meeting Scheduled for 2/26 @ 10:30AM	

Iowa Plains Disability Access Committee
Date: 8/28/2025

Attendance

Present: Brett Peterson, Chad Hauswirth, Brittney Gutzmann, Toni Faber, Faith Miller, Sarah Baebler, Kelly Stull

New Attendees: Tyler Hansen, Jessica Jaspering, Amy Markham

Absent: Carolyn Farley, Gloria Graves, Curt Duffield, Craig Levine, Kelly Hinds, Richard Mullen, Tammi Erlbacher, Tammy Denman, Darbi DeVault, Sarah Hruska

Note Taker: Shayla

Committee purpose statement:

Agenda Items	Notes	Outcomes & Next Steps
Purpose Statement	Continued Discussion on creation of a purpose statement. Draft Purpose Statement Created: “The Iowa Plains Disability Access Committee strives to create equitable opportunities for all and is dedicated to educating businesses on how to recruit, support, and empower people with disabilities.” Discussion regarding state level DAC mission statement: • Focusing on program delivery & access • increase accessibility to the program, services & activities of the One Stop Delivery System	Will review again next quarter to finalize

	• Increase opportunities for PWD in CIE Group felt the concept of “equitable opportunities” aligns with state level mission statement.	
Center Accessibility Surveys	One Stop Certification has started & it sounds like this will be a part of this process. • Centers have to do this process • Self-assessment is in process • Specific forms were discuss on physical assessment of accessibility as well as program access ○ ADA Checklist was shared: ADA Checklists for Existing Facilities ○ 5 areas are outlined as priority areas ○ Should be completed every 3 years ▪ Annual review of progress if remediation steps needed from assessment ○ Should also be completed if there’s been a physical change in location – relocated / construction. Looking for additional documents needing to be completed & outlined of timelines.	Brittney will send out the forms that centers have been guided to use Shayla will reach out to Eddie & Michael Littlejohn Faith will reach out to Tammi with additional questions
NDEAM Events & Planning	October is National Disability Employment Awareness Month IWD’s state level events: • Webinar series - business trainings focused on various disability topics ○ Hoping to offer SHRM & CRC CEUs • Business award recognitions • Working to provide education to MCOs & Case managers for education opportunities on how to access services at IWD Discussion on local events • Council Bluffs IVRS area - Reverse trick of treating • Sioux City IVRS area - Job fair on the calendar – exploring an option to transition to NDEAM event • Hope Haven is doing a weekly valued employer spotlight through their social media • IDB VR is working to gather & share our success stories Do we want to have a full “Iowa Plains” event • This year might not be feasible but could be something to work towards	Shayla will send out webinar series flyer with notes

	• Discussion on creating a “Valued Workplace Sticker” which was in the works pre-Covid with another committee Encouragement to include partners in the process: • Gaining business partner perspective is important ◦ Follow up to see if / how they might like to be involved (this year or next) ▪ Example Given: Hosting event at business location instead of the AJC as a “kick off event” • Other partners to potentially invite & collaborate with: HHS, CRPs, IWD programs, MCOs, IDB, Educational partners. Goal to not limit the concept to just October	Shayla will reach out to businesses on NDEAM perspective
Employer Spotlight	Goal to spotlight different businesses through this committee on the IWD social media platforms. This can serve as a way to market their business. Would like to highlight employer perspectives from management on how to support individuals with disabilities with potential to show accommodation process & the value it can bring to a workplace. • Frequency identified as goal of quarterly to start • Will create a short initial form with the goal of it being a 3rd party nominating an employer. ◦ Recommendation to keep open ended questions to a minimum & be clear on question intent ◦ Will want to add a statement on what the end goal of the submission is (ie social media blast, 30 second video, etc) • Will keep a pool of more intensive questions for follow up to form submissions. Will keep more questions than needed so options are available. • Will want to work with IWD’s communication team to make them look professional. Tyler suggested Jessie & Victoria as possible POC • Discussed potentially identifying 1 employer as 2025 “Employer Partner of the Year” ◦ Example of Iowa Job Honors Videos ◦ Example from Nebraska: https://vr.nebraska.gov/src/2024_disability_employment_inclusion.html SRC Disability Employment and Inclusion Awards Nebraska State Rehabilitation Council - A consumer controlled council committed to ensuring quality rehabilitation services	Shayla to create draft of form Tyler will send NE questions to add to the pool

Next Quarter Agenda Items	Potential dates identified to reschedule next meeting: • 12/3/2025 @ 9:00 • 12/4/2025 @ 10:30	Shayla will email out options with notes to gather consensus for which date might be best

Possible questions for the business spotlight:

Business Name:

Contact Person's Name and Title:

Email Address:

Phone Number (optional):

Website and/or Social Media Links:

Business Location (City, State):

Tell us a bit about your business.

(What do you do, your mission, how long you've been in operation, etc.)

How does your business support the inclusion of people with disabilities in the workforce?

(Please share hiring practices, workplace accommodations, or other inclusion efforts.)

Why is disability inclusion important to your company?

Would you like to spotlight any specific employees (with their permission) who identify as having a disability?

(If yes, please share their name, role, and a short description or quote if available.)

What advice would you give to other businesses considering hiring individuals with disabilities?

Upload any photos you'd like us to feature.

(Employees at work, your business environment, logo, etc. — with proper permissions.)

Do we have your permission to spotlight your business on our social media platforms?

- Yes
- No

Do we have permission to use any uploaded photos or quotes on our social media and promotional materials?

- Yes
- No
- *Only specific items (please specify below)*

Any additional comments or information you'd like to share?

General Business Overview

1. Can you briefly tell us about your business—what you do and who you serve?
2. What motivated your organization to focus on inclusive hiring practices and accessibility?

Hiring & Employment Practices

3. What does your hiring process look like for individuals with disabilities?

4. Can you share an example of how you customized a role to match someone's strengths and abilities?
5. What supports or accommodations do you provide during the onboarding process?

Accommodations in Action

6. Can you describe a specific accommodation that was implemented for an employee and how it worked?
7. What challenges did you face while implementing this accommodation, and how did you overcome them?
8. What was the impact of this accommodation on the employee's performance and confidence?

Work Environment & Culture

9. How have inclusive practices influenced your workplace culture?
10. Have other team members responded or adapted in any notable ways?
11. Have you seen any changes in collaboration, morale, or productivity as a result of these accommodations?

Business & Organizational Outcomes

12. How has employing individuals with disabilities strengthened your business overall?
13. Can you share any measurable or observable improvements (e.g., lower turnover, increased customer satisfaction, etc.)?
14. What feedback have you received from customers or community members about your inclusive efforts?

Reflection & Future Plans

15. What have you learned from employing and accommodating individuals with disabilities?
16. What advice would you give to other businesses considering inclusive hiring or customized employment?
17. What are your goals for expanding accessibility in the future?

Human Stories

18. Is there a story or moment that stands out to you—one that made you feel proud of the inclusive practices you've put in place?
19. Would you be comfortable sharing a success story of an employee who thrived due to customized employment or an accommodation?

20. How do you think inclusive hiring impacts lives beyond the workplace—for both employees and employers?

Additional Notes for Shayla:

Identifying teams to complete ADA Checklist & review EEOC requirements:

- Equal Opportunity Officer for the Board
- Opps Managers
- IVRS staff
- Potential others (Businesses, DAC Members, etc)

Depending on the center, we have pulled in local businesses who share parking space, etc, to collectively come together to advocate for change. (Signage, parking lot repairs, lighting, etc).

Iowa Plains Disability Access Committee Date: 5/29/2025		
Present: Curt Duffield, Brett Peterson, Chad Hauswirth, Craig Levine, Brittney Gutzmann, Kelly Hinds, Kelly Stull, Richard Mullen, Sarah Baebler, Tammi Erlbacher, Tammy Denman, Darbi DeVault, Faith Miller		
Absent: Sarah Hruska, Toni Faber		
Note Taker: Shayla		
Committee purpose statement:		
Agenda Items	Notes	Outcomes & Next Steps
Purpose Statement	Suggested action of creating a purpose statement. Discussion summary:	Action Steps: • Please email Shayla & Gloria potential ideas or

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	• Possible reviewing Creston's former DAC purpose statement: "The Southwest Creston Disability Access Committee (DAC) strives to create a community where all service providers and employers are equipped, knowledgeable, and accessible to all Iowans through their services, educational/training programs, and employment opportunities." • The goal of the committee will be to help us provide guidance, training & resources to individuals & partners surrounding disability access. This could include accessibility studies, training on assistive technology or other methods. • Likely need time to fully develop - will continue discussion and brainstorming for next quarter	bring them to next meeting to share • Will add to next meetings agenda
Center Accessibility Surveys	Discussion on task completed by former DACs: • We are still unsure on how often these are supposed to be performed. Last known accessibility surveys were completed in 2022 • There was a team who completed an ADA Checklist • To ensure that the physical space & programmatic components are accessible. • A formal report was generated as a result of the survey	Action Steps: • Tammi & Britney will follow up on former email sent to request clarification on frequency
Summer Program Updates	Updates from VR & IDB VR on upcoming Pre-ETS events Several examples of workbased learning opportunities shared: Greenhouse experience, Agricultural experience, construction experience, summer lunch programs, job shadowing & a lot of business tours occurring.	

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Several other examples shared: permit camp, Leap program for orientation and mobility training, financial literacy, cooking skills, college prep day, requesting accommodations & college immersion experience

Discussion on relevance to committee:

- Important to highlight how important community partners & businesses are in the development of summer programs to increase youth engagement & interest in the workforce.
- VR programing focuses on individuals with disabilities and connecting these students to the workforce early increases their overall success at entering the workforce

Business Partner Items & Updates

Review Business Spotlights

Brainstorming discussion

- Want to spotlight different businesses through this committee
- Will plan to use IWD Social Media platforms to put that information out
- Can provide the opportunity for a business to market their business
- Need to determine frequency (monthly or quarterly)
- Goal of sharing to provide information to other employers to show perspectives from management on how to support individuals with disabilities with potential accommodations & the value it can bring to a workplace.
- Will want to work on outlining a set of standardized questions to ask as part of an interview & brainstorm potential employers to highlight.
 - Examples offered: What is an easy accommodation you've implemented that was successful? "Changing an overhead light" for migraines. How did this improve the working

Action Steps:

- Please email Shayla & Gloria potential questions & businesses to highlight or bring them to next meeting to share
- Will add to next meetings agenda

Items to focus on next time:

- Who can assist in who can put them together. & make them look professional
- Who will complete the interview
- Should we create a form for initial questions to be completed & gauge interest through disbursement?

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Additional Notes for Shayla:

Identifying teams to complete ADA Checklist & review EEOC requirements:

- Equal Opportunity Officer for the Board
- Opps Managers
- IVRS staff
- Potential others (Businesses, DAC Members, etc)

Depending on the center, we have pulled in local businesses who share parking space, etc, to collectively come together to advocate for change. (Signage, parking lot repairs, lighting, etc).