



The Access and Functional Needs (AFN) Minute

December 2022

Welcome!

The Office of Access and Functional Needs (OAFN) continues to work in partnership with whole community stakeholders to identify and integrate the needs of all Californians before, during, and after disasters throughout every facet of the emergency management process.

Check out how we are using tools, training, and partnership to create a more inclusive and resilient California.

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Message from the Chief

In meeting with emergency managers throughout the state, I am continually impressed by the strides jurisdictions of all sizes and makeup are achieving regarding whole community partnership, planning, response, and recovery. Cal OES and the Office of Access and Functional Needs (OAFN) are committed to supporting local jurisdictions in their efforts by, among other things, expanding and creating new training opportunities for emergency managers.

To grow the knowledge, information, and technical expertise needed to further inclusive emergency management in innovative and meaningful ways, the OAFN team, in conjunction with the California Specialized Training Institute (CSTI), are developing new integration-based training courses. We are also putting existing AFN-specific classes online and increasing the number of in-person deliveries offered throughout the state.

We want every emergency manager to have the full benefit and easy access to the leading inclusive training resources and deliveries in the country!

Read further to learn about new training opportunities coming your way.

Thank you.

L. Vance Taylor

Chief, Office of Access and Functional Needs
California Governor's Office of Emergency Services

New Courses on Inclusive Emergency Management

To empower jurisdictions to further their inclusive disaster preparedness and emergency response measures, Cal OES, through the Office of Access and Functional Needs (OAFN) and the California Specialized Training Institute, is developing three new online training courses.



Designed to help emergency managers take their integrated emergency planning and operations to the next level, the courses will focus on:

1. Inclusive Communication
2. Inclusive Evacuation/Transportation
3. Inclusive Mass Care & Sheltering

Grounded in concentrated, proven, actionable principles and practices, the courses aim to present inclusive, life-saving information in a straightforward, approachable format that can be accessed and utilized by emergency managers and whole community stakeholders anytime, anywhere via the agency's [web-based learning management system](#).

The courses will be available for delivery by May 2023.

Cal OES Expands Digital Document Accessibility Courses



Cal OES is committed to furthering equity and inclusion by ensuring the plans, best practices, and information the agency develops to enhance preparedness and resilience meet 508 accessibility compliance standards. To support this mission, the Office of Access

and Functional Needs (OAFN) provides monthly training courses on creating accessible documents and forms. In an effort to improve digital accessibility throughout the field of emergency management, Cal OES is expanding its training offerings, for free, to emergency managers throughout the state.

The following courses, which focus on the essential steps to creating accessible content in Word, Excel, and Adobe Acrobat are available now!:

- [How to Create Accessible Microsoft Office Documents](#)
- [How to Create Accessible PDF Documents](#)
- [How to Create Accessible Forms](#)

To register for free, visit the [California Specialized Training Institute \(CSTI\)](#). For assistance, contact Cal OES's Digital Accessibility Coordinator at OAFN@caloes.ca.gov.

California's Continued Efforts to Fight COVID-19

Cal OES continues to make progress to ensure Californians at highest risk for negative impacts associated with COVID-19 receive the resources they need to stay healthy, safe, and secure.

Throughout the pandemic, Cal OES has collaborated with whole community partners to distribute hundreds of millions of surgical, N95, and cloth masks; bottles of hand sanitizer; face shields; gowns; sanitization wipes; at-home COVID-19 tests; and other vital Personal Protective Equipment across the State.



Cal OES has also supported the development of mechanisms to provide free, accessible transportation for individuals with access and functional needs to/from vaccination sites. The agency also promoted the launch of a peer-support friendship line for older adults. To utilize the service, [call Friendship Line California](#) at (888) 670-1360.

Be sure to check out the "[Cal OES Inclusive Planning Blueprint for Addressing AFN at Mass Testing and Vaccination Sites](#)." This document serves to highlight inclusive planning and lessons learned following the State's mass vaccination project in Spring 2021. You can view this document and much more at the [Cal OES AFN Library](#).

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