

Federal Exchange on Employment and Disability (FEED) Meeting

April 8, 2026

Today's Agenda

Introduction (1:00-1:05 p.m.)

- Akinyemi Banjo, Senior Policy Advisor, Office of Disability Employment Policy (ODEP), U.S. Department of Labor (DOL)

Welcome (1:05-1:10 p.m.)

- Jennifer Sheehy, Deputy Assistant Secretary, Office of Disability Employment Policy (ODEP), U.S. Department of Labor (DOL)

Assistive Technology as a Reasonable Accommodation for Enhancing Workplace Productivity (1:10-2:10 p.m.)

- Kaleb Sipes, Reasonable Accommodations Support Specialist II, Assistive Technology Division, Office of Accessibility & Accommodations, Bureau of Human Resources, U.S. Department of State
- Avrix Robinson, Reasonable Accommodations Support Specialist II, Office of Accessibility & Accommodations, Accessibility Division (OAA/AD), Bureau of Human Resources, U.S. Department of State
- Jeffrey Dallos, Program Analyst, U.S. Department of War's Computer/Electronic Accommodations Program (CAP)
- Edna Johnson, Program Analyst/CAPTEC Manager, U.S. Department of War's Computer/Electronic Accommodations Program (CAP)
- Rashida Owens, Assistive Technology Program Manager, U.S. Department of Agriculture's Technology and Accessible Resources Give Employment Today (TARGET) Center

Management Directive 715 (MD-715) Reporting Requirements and Deadline (2:10-2:20 p.m.)

- Wendy Doernberg, Assistant Director for the Agency Oversight Division in the Office of Federal Sector, U.S. Equal Employment Opportunity Commission (EEOC)

Chat with U.S. Equal Employment Opportunity Commission (EEOC) (2:20-2:50 p.m.)

- Elyssa Santos-Abrams, Senior Attorney-Advisor, Training and Outreach Division, Office of Communication and Legislative Affairs, U.S. Equal Employment Opportunity Commission (EEOC)
- Candace Clark, Management and Program Analyst, U.S. Equal Employment Opportunity Commission (EEOC)

Wrap-Up and Closing (2:50-3:00 p.m.)

- Akinyemi Banjo, Senior Policy Advisor, Office of Disability Employment Policy (ODEP), U.S. Department of Labor (DOL)

Introduction

Akinyemi Banjo, Senior Policy Advisor, Office of Disability Employment Policy (ODEP), U.S. Department of Labor (DOL)

Welcome

Jennifer Sheehy, Deputy Assistant Secretary, Office of Disability Employment Policy (ODEP), U.S. Department of Labor (DOL)

Assistive Technology as a Reasonable Accommodation for Enhancing Workplace Productivity

Our Panelists



Kaleb Sipes

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Bureau of Human Resources
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Jeffrey Dallos

Program Analyst
U.S. Department of War's
Computer/Electronic
Accommodations Program
(CAP)



Rashida Owens

Assistive Technology
Program Manager
U.S. Department of
Agriculture's Technology
and Accessible Resources
Give Employment Today
(TARGET) Center



Department of State

Office of Accessibility and Accommodations

Access Center & Assistive Technology



Establishment of the Office of Accessibility and Accommodations (OAA)

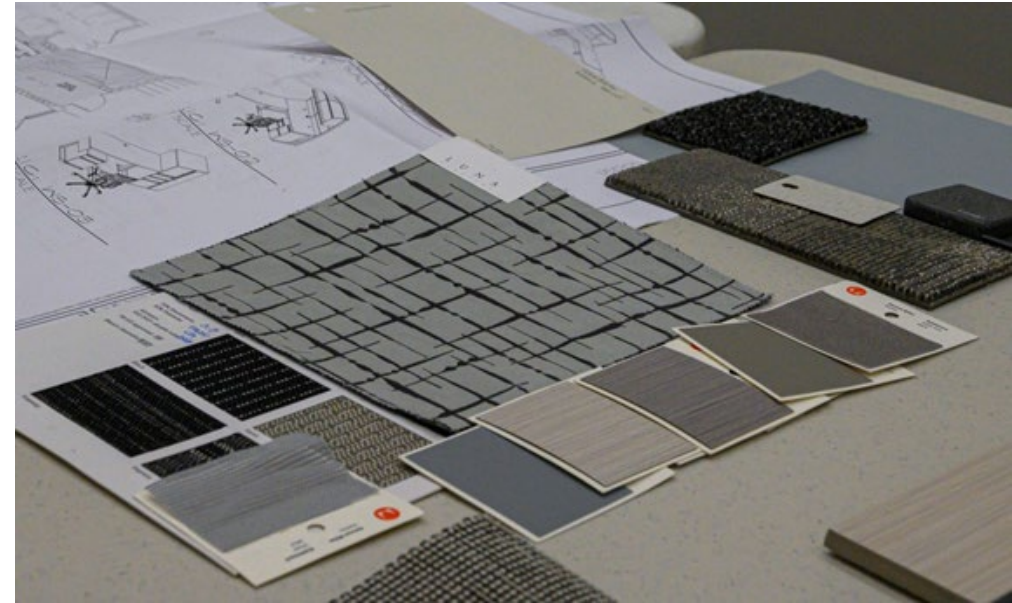
- Created in May 2015 as part of the Bureau of Human Resources
- Teams from different bureaus came together to form one cohesive office—differs from some other federal agencies
- **Goal:** Center of expertise on accessibility, accommodation, and disability ("one-stop shop")
- **Access Center:** Opened in December 2020



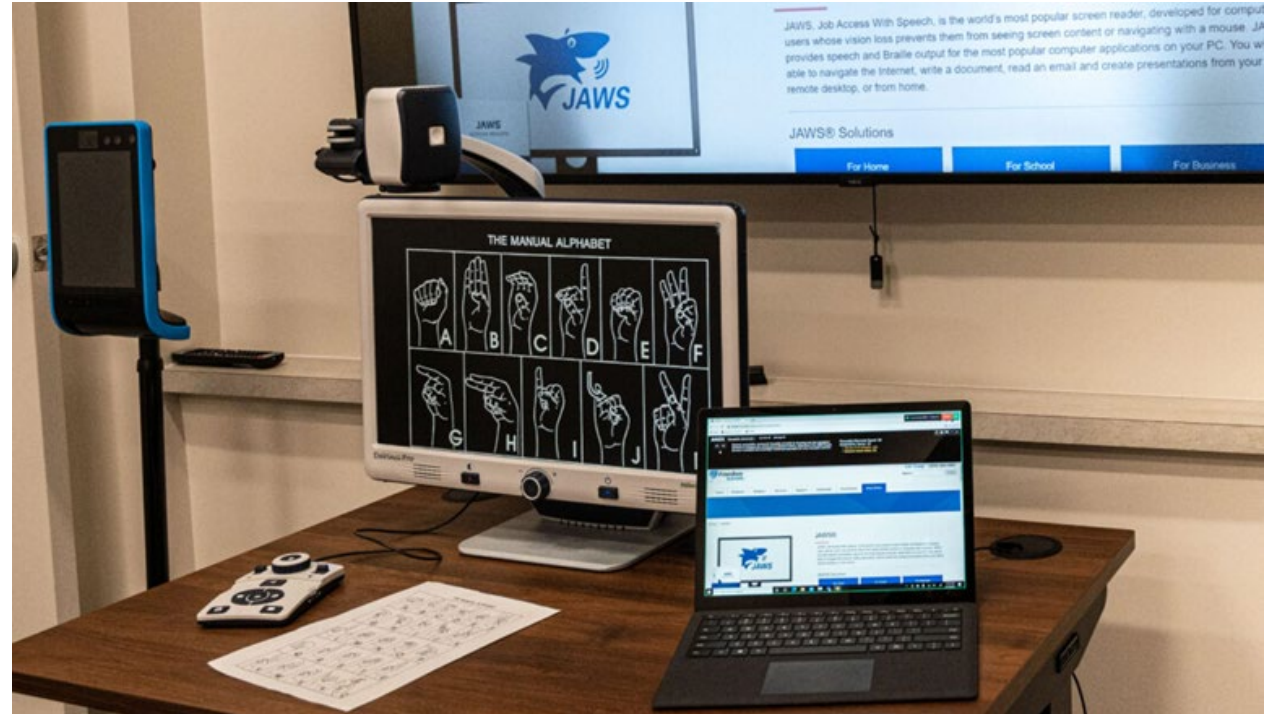
Before OAA Opened the Access Center



Creating the Space

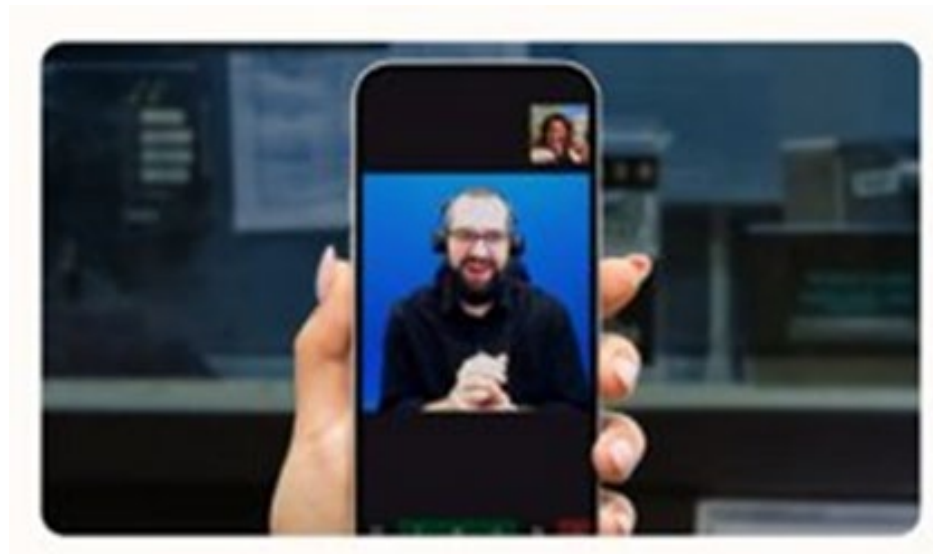


Assistive Technology at the Access Center and Beyond



Software Center

- Collection of accessibility tools
- Enterprise-wide – without the need for Admin approval
- Improves the accessibility of the Department's IT tools and services





Support. Equip. Empower.

Computer/Electronic
Accommodations Program

Mr. Jeffrey Dallos

FEED Meeting: Assistive Technology and Productivity

April 8, 2026

Purpose and Agenda



Purpose

- To provide an understanding of the Computer/Electronic Accommodations Program (CAP) Needs Assessment Process

Agenda

- Needs Assessment Process
- Best Practices
- Questions



Needs Assessment

The Needs Assessment Process

The Individual

- Determine if the condition is existing or newly acquired
- Evaluate solutions tried in the past
- Discuss the individual's functional limitations

The Position

- Identify the essential tasks and duties required
- Discuss the diagnosis affecting the individual's ability to perform their functions

The Solution

- Recommend assistive technology solutions based on the individual's needs
- Determine what is needed to implement solutions (training, installation)

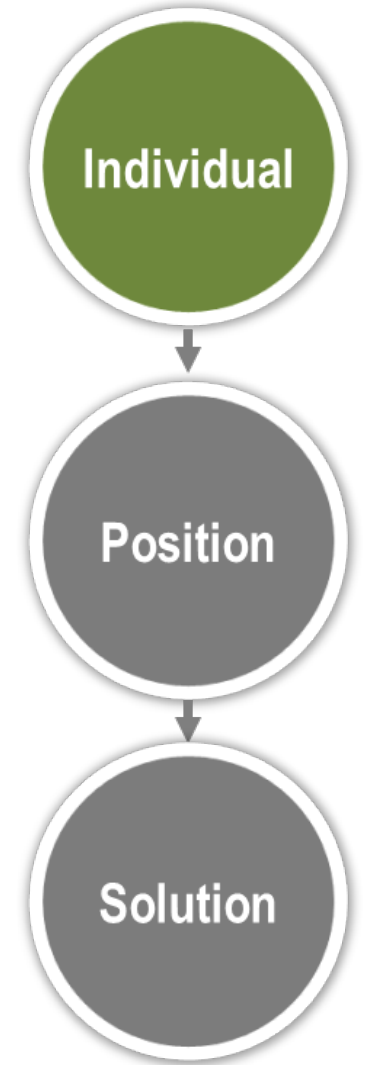
CAP provides no-cost needs assessments to employees of non-Department of War agencies in the Executive Branch.



The Needs Assessment Process: The Individual



- Determine if the condition is existing or newly acquired
- Discuss if the condition is progressive or temporary
- Discuss the individual's functional limitations
- See what the individual's comfort level is with technology
- Talk about previous accommodations and their effectiveness



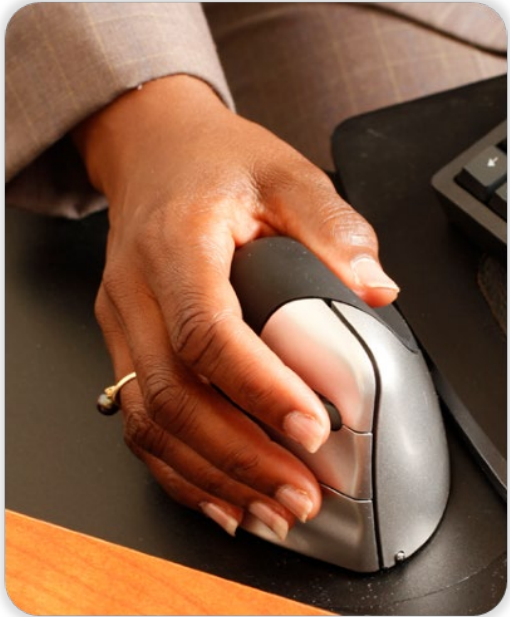
The Needs Assessment Process: The Position



- Identify the essential tasks and duties required by the position
- Determine how the limitations affect the individual's ability to perform the essential job functions
- Determine if the individual is on any work restrictions
- Discuss if the job is full-time or part-time
- Determine how many hours a day are on the computer and what applications are used
- Consider and discuss the physical environment in the office or other workplace
- Evaluate how the workstation is configured






The Needs Assessment Process: The Solution





- Recommend assistive technology solutions based on the individual's needs
- Determine if the individual needs training on the proposed solutions
- Discover if the proposed solutions are compatible with the electronic and physical environments
- Talk about the process to implement the solution
- Consider risk factors for secondary disabling conditions
- Discuss the impact on co-workers in the immediate environment



How May CAP Help YOU?

	Disability Category	Potential Causes	Potential Impacts	Potential AT Solutions
	Dexterity	Amputation, spinal injury, arthritis, tendonitis, carpal tunnel	Difficulty controlling/using computer accessories	Alternative keyboards, input devices, and voice recognition software
	Deaf/Hard of Hearing	Exposure to loud noises, traumatic brain injury, otosclerosis	Difficult or impossible to hear in meetings or use the phone	Assistive listening devices, videophones, and captioning services
	Blind/Low Vision	Eye injury, macular degeneration, glaucoma	Difficult or impossible to use the computer or read printed material	Screen readers, magnification software, and closed-circuit televisions (CCTV)

How May CAP Help YOU? Continued

	Disability Category	Potential Causes	Potential Impacts	Potential AT Solutions
	Cognition	Attention Deficit Disorder (ADD), Autism Spectrum Disorder (ASD), Dyslexia, Traumatic Brain Injury (TBI)	Difficulty focusing, comprehending written material, or interacting with coworkers	Cueing and memory aids, literacy software, and screen readers
	Communication	Speech impediment, deafness, aphasia	Difficulty speaking or writing	Voice amplifiers, word prediction software, and augmentative communication devices



Best Practices



CAP Resources

CAP's Online Training Modules

We have developed a series of online training modules. Learn about disability etiquette, reasonable accommodations, how to work with CAP and challenges in employment.



CAP's Quick Tips

CAP has created a series of short videos to help answer some of our customer's most frequently asked questions.



CAP's Webinars

CAP has recorded a series of webinars to share the CAP training experience with our customers and stakeholders around the world. To see newly recorded webinars and a list of upcoming topics, please visit our website.



Request CAP at Your Event

CAP may be able to come to your location to provide briefings, trainings, and needs assessments. Please visit the Training & Outreach section of our website to request CAP's attendance.



Connect with CAP



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[DoW CAP YouTube Channel](#)



[Instagram Profile](#)

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United States Department of Agriculture
TARGET Center

Introduction to the Assistive Technology Program April 8, 2026

Today's Presenter

Rashida Owens, M. Ed.
Assistive Technology Program Manager

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TARGET Center Programs

USDA TARGET
Center for the
workforce of
the future

Assistive Technology

- Eval's , Demo. Loans, Training, Virtual or In-Person on-demand training

Interpreting Services

- On-demand request, Virtual or In-Person Training

Accessible Communications

- Demo, Scooter Loans, Virtual or In-Person training

Ergonomics

- Eval's, Chair Fitting, Demo, Device training, Virtual or In-Person

Education

- Tours, Virtual or In-Person Training, Customized Educational Training

Learning Objectives

USDA TARGET Center Programs

TARGET Center Assistive Technology Program/Services

Assistive Technology Definition

Types of Assistive Technology for Disability Areas

What is Assistive Technology?

"Any item, piece of equipment, or product, whether acquired commercially, off the shelf, modified, or customized, that is used to **increase, maintain, and improve** the functional capabilities of Individuals with Disabilities."

TARGET Center Assistive Technology Services



Resource



Evaluation



Technology
Demonstration



National Loan
Program



Training/Education
Events

Resource Information



Assistive Technology Products



Vendors



Support Services

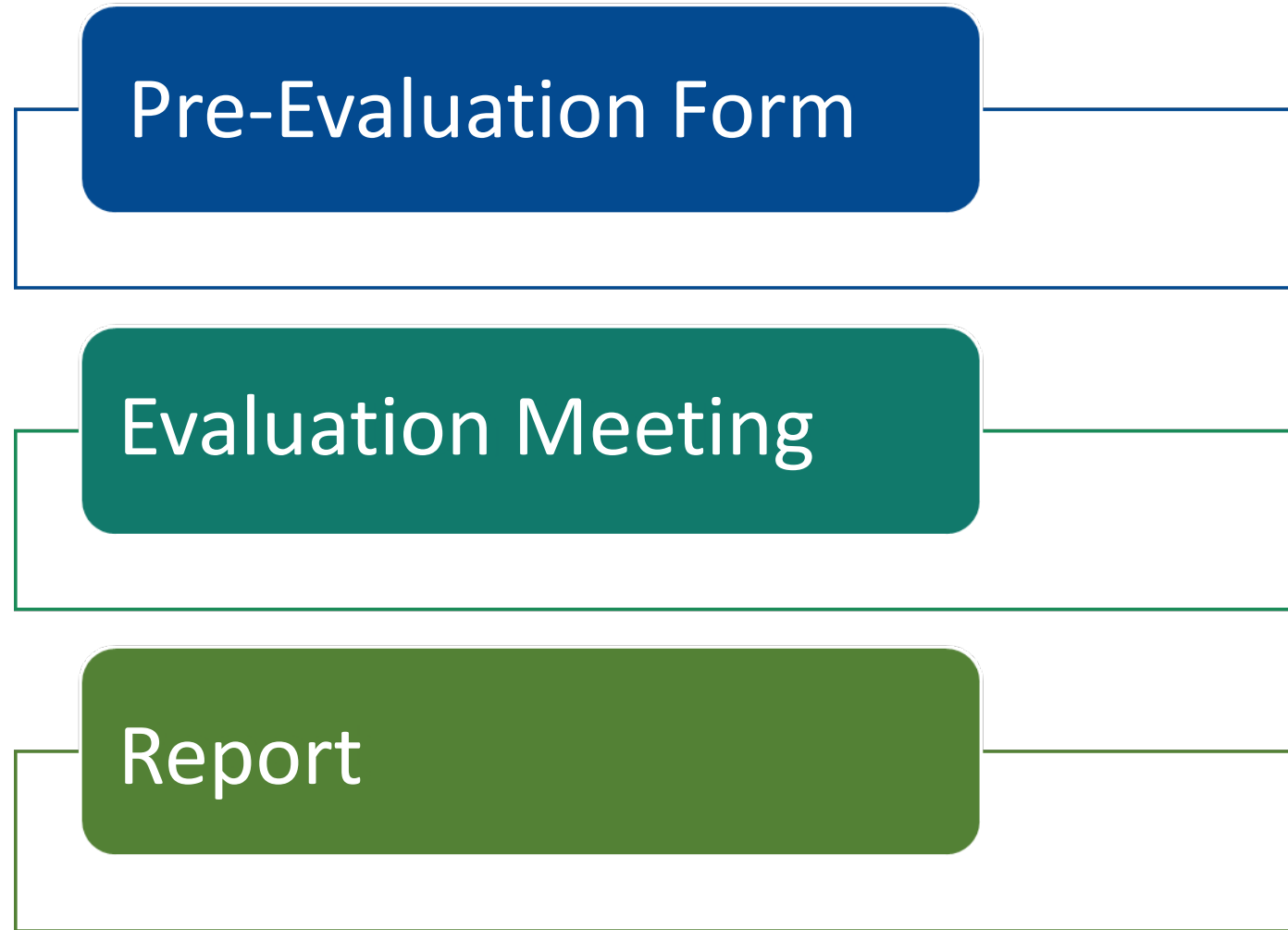


Troubleshooting



Training

Assistive Technology Evaluation Process



Technology Demonstrations

Assistive Technology Software/Devices in the following Disability Areas:

- Hearing
- Vision
- Cognitive
- Mobility
- Communication

National Loan Program

The USDA TARGET Center loans a variety of assistive technology equipment for evaluation purposes.

- USDA employees nationwide may borrow an item to try out for a two-week period.
- If the employee would like to continue use of the item after the trial period, the TARGET Center will provide vendor information for purchase.

Educational Events

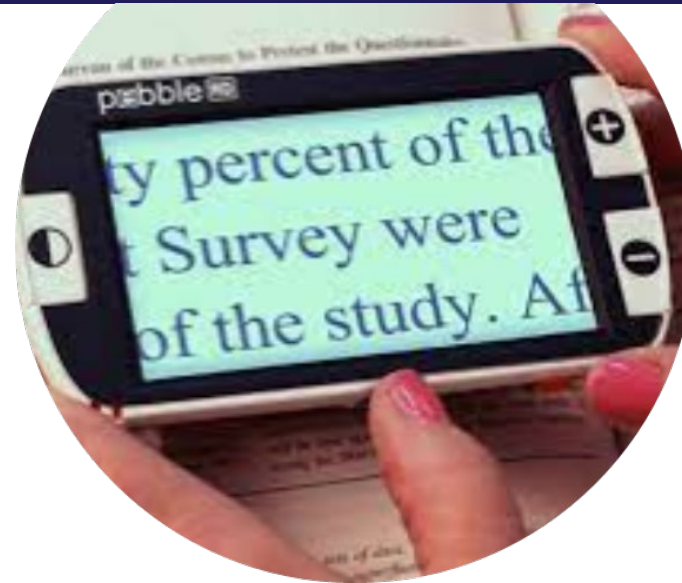
We offer regular webinars and online training sessions covering a variety of assistive technology topics. Webinars provide valuable information on using assistive technology effectively, maximizing its benefits, and staying up to date on the latest innovations.



Types of Assistive Technology

Assistive Technology for Vision

- Magnifiers
- Braille displays
- Screen reading software
- CCTV Magnifier
- Large print materials



Assistive Technology for Hearing

- Personal amplification systems
- Wireless TV listening systems
- Vibrating alarm clocks
- Face-to-face dual keyboard system
- Captioned phone
- Portable closed captioning system



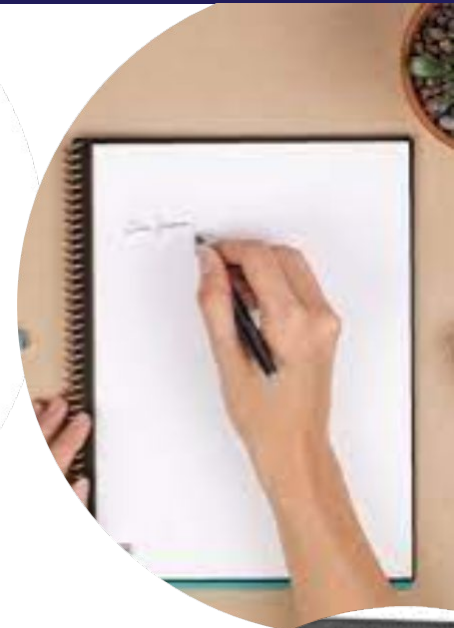
Assistive Technology for Communication

- Voice amplification systems
- Speech output software
- Augmentative Alternative Communication devices
- Communication boards



Learning, Cognitive, and Developmental Assistive Technology

- Memory Aids
- Reminder systems
- Audio Books/eReaders
- Notetaking Systems
- Reader Pens
- Literacy support software



Mobility, Seating, and Positioning

- Wheelchairs
- Walkers
- Canes
- Scooters
- Switches
- Eye gaze systems



Computers and Related Peripherals

- Screen magnification software
- Alternative keyboards and mice
- Voice recognition software
- Large monitors



Microsoft Access Features



Dictate Tool



Speak It Tool



Accessibility Check



Immersive Reader

Resources

[Quality Indicators for Assistive Technology Services](#)

[Assistive Technology Industry Association](#)

[Center on Technology and Disability](#)

[Microsoft Access Features](#)

Contact Information

[TARGET Center Website](#)

TARGET Center Email

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TARGET Center Phone Number

(202) 720-2600

Questions



EARN

Management Directive 715 (MD-715) Reporting Requirements and Deadline

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Wrap-Up and Closing

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Mark Your Calendars

EARN Webinar

- [Leading Veterans: Practical Strategies for Supporting Mental Health at Work](#)
 - April 15, 2026, 2:00-3:00 p.m. EDT

JAN Webinar

- [Supporting Apprentice Success: Unlocking the Power of American Workers with Disabilities through Apprenticeship](#)
 - April 30, 2026, 2:00-3:00 p.m. EDT

FEED Meeting

- June 10, 2026, 1:00-3:00 p.m. EDT
- September 9, 2026, 1:00-3:00 p.m. EDT

New Resource

- [Job Accommodations Support Mental Health Needs: JAN Can Help! \(Video\)](#)

EARN Funding Statement

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