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AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
February 28, 2017

MEMBERS

Jennipha-Laurén Nielsen, Chair, At Large
Dr. Xilian Chen Stammer, Vice-Chair, District 7
Dennis Campos, District 1
Jorge Lambrinos, District 2
James Farr, District 3
Sharon Rogers, District 4
Michael Warner II, District 5
Vacant, District 6
Vacant, Mayor

STAFF

Ali Everett, Accessibility Issues Coordinator
Araceli López Mellem, Recording Secretary

MISSION STATEMENT

The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community and consistent with our history, culture and unique character.

In compliance with the Americans with Disabilities Act of 1990, assistive listening devices are available from the Human Services and Recreation Department with a 24-hour advance notice. Please call (626) 744-4386 to request use of a listening device.

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Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7333 al por lo menos con 24 horas de anticipación.

Public meeting begins at 4:00 p.m. Items on the agenda may not be called in order listed. Agendas and supporting documents are available on the internet.

Materials related to an item on this Agenda submitted to the Accessibility and Disability Commission after distribution of the agenda packet are available for public inspection at the reception counter at the Jackie Robinson Community Center at 1020 N. Fair Oaks Ave. during normal business hours.



AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
February 28, 2017
4:00 P.M.
JACKIE ROBINSON CENTER
1020 N. FAIR OAKS AVENUE
PASADENA, CA 91103

- 1. CALL TO ORDER; WELCOME; ROLL CALL**
- 2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**
Please limit comments to 3 minutes per speaker.
- 3. REVIEW AND APPROVAL OF MINUTES, January 17, 2017***
- 4. OLD BUSINESS**
INFORMATION ITEM ONLY
 - **ADA AND DISABILITY ETIQUETTE PRESENTATION**
Ali Everett, Accessibility Issues Coordinator, Humans Services and Recreation Department
- 5. NEW BUSINESS**
 - None
- 6. REPORTS, COMMENTS, UPDATES**
INFORMATION ITEMS ONLY
 - **STAFF REPORTS**
 - **ACCESSIBILITY DEVELOPMENTS**
 - **UPDATES**
 - **WORK PLAN OBJECTIVES**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
- 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
- 8. ADJOURNMENT**

*Attachment



Jennipha-Laurén Nielsen, Chair
Accessibility and Disability Commission

Note to Public: An opportunity for Public Comment will be provided at the time the above items are discussed.

I HEREBY CERTIFY that this Notice, in its entirety, was posted on the Council Chamber Bulletin Board, Room 247, and the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 24th day of February 2017, by 5:30 p.m., and that copies were emailed, faxed or delivered, and/or notice accepted by telephone not less than 24 hours prior to the meeting, to each member of the Accessibility and Disability Commission and emailed to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which media recipients are identified on the distribution list below.



Araceli López Mellem, Recording Secretary
Human Services & Recreation Department

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Items on the agenda may not be called in the order listed.

3.

Minutes of January 17, 2017

MINUTES



**CITY OF PASADENA
ACCESSIBILITY AND DISABILITY COMMISSION
SPECIAL MEETING
JANUARY 17, 2017
4:00 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 N. FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Dennis Campos, Jorge Lambrinos (arrived at 4:30 P.M.), James Farr, Sharon Rogers, Michael Warner II, Dr. Xilian Chen Stammer, Jennipha-Laurén Nielsen

STAFF PRESENT: Ali Everett, Raphael Guillen, Lisette Jabola

OTHERS PRESENT: Cy Estabrook

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Nielsen called the meeting to order at 4:08 P.M. Ali Everett called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT LIMITED TO ITEMS ON THE SPECIAL MEETING AGENDA

There was no public comment.

3. REVIEW AND APPROVAL OF MINUTES, September 27, 2016

After review, it was moved (Rogers) and seconded (Chen Stammer) to approve the Minutes of the September 27, 2016 meeting. (Motion unanimously carried) (Abstain: Campos, Farr) (Absent: Lambrinos)

4. OLD BUSINESS

▪ **NOMINATING COMMITTEE REPORT AND ELECTION OF VICE-CHAIR**

Chair Nielsen stated that the Committee nominated Commissioner Chen Stammer as Vice-Chair.

It was moved (Rogers) and seconded (Campos) to approve Commissioner Chen Stammer as Commission Vice-Chair. (Motion unanimously carried) (Absent: Lambrinos)

5. NEW BUSINESS

▪ **COMMISSION POLICIES/PROTOCOLS/PROCEDURES**

Chair Nielsen introduced Raphael Guillen, Deputy Director, Human Services and Recreation Department, who spoke briefly on the department's charge to ensure the

following: consistency on how staff manages the Commission, agenda preparation, consistency on how meetings are run/conducted, meeting goals and objectives from the Work Plan. He also provided a brief overview of the department's current budget situation including the City's 5% structural deficit challenge for the next fiscal year. Lisette Jabola, Executive Secretary, Human Services and Recreation Department, provided further details and review of meeting protocols, agenda/minutes formats, and Work Plan.

- **DISCUSSION OF VOTING ACCESS FOR PEOPLE WITH DISABILITIES**

Chair Nielsen reported witnessing barriers to voting access at Jackie Robinson Park due to the absence of signage identifying the accessible route from the parking lot to the accessible entrance. Discussion followed.

6. REPORTS, COMMENTS

- **STAFF REPORTS**

- **ACCESSIBILITY DEVELOPMENTS**

Ali Everett, Accessibility Issues Coordinator, Human Service and Recreation Department announced that she is currently working with the Department of Information Technology regarding standards for the City's public use computers and reminded Commissioners that there is now an accessibility section of the Pasadena Citizen Service Center through which physical barrier removal and other disability related requests may be submitted.

- **UPDATES**

Ali Everett, Accessibility Issues Coordinator, informed staff that she accepted the permanent Accessibility Issues Coordinator position, which will now include responsibility for adaptive and inclusive recreation and that her office will be moving to room 108 at Jackie Robinson Community Center.

- **WORK PLAN OBJECTIVES**

- *Objective 2: Examine and revise, as needed, the Rules and Regulations for the Accessibility and Disability Commission.*

Commissioner Chen Stammer advised that she drafted revisions to the Rules and Regulations which she will email to staff to forward to Commission members who should review the document prior to the next Commission meeting.

- *Objective 5: Survey and report on the accessibility of the City's public use computers.*

Due to the pending replacement of the City's public use computers, Commissioners discussed satisfying the objective by communicating their support of incorporating accessibility into the replacement plan.

- *Objective 6: Recommend web-based training for all City of Pasadena staff and Commissioners on disability related topics.*

Commissioner Lambrinos reported on the results of his survey of existing web based accessibility trainings. Discussion followed.

A. COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS

Chair Nielsen welcomed Commissioner Farr and Commissioner Rogers. All Commissioners introduced themselves and explained why they are on the Commission. Commissioner Lambrinos recommended creating a standard presentation about the Commission that Commissioners can use when speaking in the community and raised concerns about lack of accessibility at Pasadena City College. Commissioner Campos raised concerns about real estate signs blocking sidewalk access. Commissioner Rogers recommended that the City offer a discussion group focused on current events for young adults with limited to no speech, who use speech generating devices to communicate.

B. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

Commissioner Farr suggested discussing the services provided to people with mental health disabilities by the City of Pasadena.

7. ADJOURNMENT

It was moved (Lambrinos) and seconded (Chen Stammer) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 5:58 P.M.



Ali Everett, Recording Secretary
Accessibility Issues Coordinator
Human Services and Recreation Department