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AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
SPECIAL MEETING
June 26, 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
Martin Sweeney, District 6
Cy Warren Estabrook, Mayor

STAFF

Ali Everett, Accessibility Issues Coordinator
Karla Covarrubias, 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.

Language translation services are available for this meeting by calling (626) 744-7333 at least 24 hours in advance.

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 5:30 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
SPECIAL MEETING
June 26, 2017
5:30 P.M.
LA CASITA DEL ARROYO
177 S. ARROYO BLVD
PASADENA, CA 91105

1. **CALL TO ORDER; WELCOME; ROLL CALL**
2. **PUBLIC COMMENT – LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA**
Please limit comments to 3 minutes per speaker.
3. **REVIEW AND APPROVAL OF MINUTES, May 23, 2017***
4. **OLD BUSINESS**
ACTION ITEM
 - **REVIEW AND APPROVAL OF ARTICLE IV OF AMENDED RULES AND REGULATIONS**
5. **NEW BUSINESS**
INFORMATION AND ACTION ITEMS
 - **REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 17/18**
 - **ELECTION OF COMMISSION OFFICERS FOR FY 17/18**
6. **REVIEW OF COMMISSION ATTENDANCE IN FY 16/17***
7. **REVIEW OF COMMISSION ACCOMPLISHMENTS IN FY 16/17***
8. **REVIEW OF COMMISSION PURPOSE AND FUNCTIONS***
9. **ESTABLISH COMMISSION WORK PLAN FOR FY 17/18***
10. **REPORTS, COMMENTS, UPDATES**
INFORMATION ITEMS ONLY
 - **STAFF REPORTS**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

▪ **CLOSING REMARKS FROM CHAIR AND DEPARTING COMMISSIONERS**

11. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

12. 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 22 day of June 2017, by 5:30 p.m., and that copies were emailed, faxed or delivered, and/or notice accepted by telephone not less than 72 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.



Karla Covarrubias, Recording Secretary
Human Services and Recreation Department

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Human Services and Recreation Department at (626) 744-4386. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

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

3.
Minutes of May 23, 2017

MINUTES



**CITY OF PASADENA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
MAY 23, 2017
4:00 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 N. FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Cy Estabrook, Jennipha-Laurén Nielsen, Sharon Rogers, Xilian Chen Stammer, Martin Sweeney, Dennis Campos, Jorge Lambrinos and Michael Warner II

COMMISSIONERS ABSENT: James Farr

STAFF PRESENT: Alison Everett and Karla Covarrubias

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Nielsen called the meeting to order at 4:02 P.M. Staff (Covarrubias) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT

Emily Wu Truong from Department Health Care Services (DHCS) provided information about the Coordinated Care Initiative and Cal MediConnect.

Jorge Lambrinos commented on the status of the rehabilitation of the YWCA building.

Samantha James, Pasadena Unified School District (PUSD) Student, voiced concern about PUSD's plan to phase out the American Sign Language program. She requested support from the Commission to oppose this action.

3. REVIEW AND APPROVAL OF MINUTES, April 25, 2017

After review, it was moved (Rogers) and seconded (Chen Stammer) to approve the Minutes of the April 25, 2017 meeting. (Motion unanimously carried) (Absent: Farr)

4. OLD BUSINESS

▪ **FINALIZE DATE, TIME AND LOCATION FOR ANNUAL MEETING**

It was moved (Sweeney) and seconded (Rogers) to hold the Annual Meeting on June 26, 2017 from 5:30 P.M. - 7:30 P.M. at La Casita del Arroyo or Jackie Robinson Center, depending on availability. (Motion unanimously carried) (Absent: Farr)

▪ **DISCUSSION OF COMMISSION MEETING TIME**

Staff (Everett) requested the Commission reconsider the recommendation to begin regular meetings at 6:00 P.M. After discussion, it was moved (Estabrook) and

seconded (Chen Stammer) to hold regular meetings from 5:30 P.M. -7:30 P.M., beginning in July 2017. (Motion unanimously carried) (Absent: Farr)

5. NEW BUSINESS

▪ ESTABLISH NOMINATING COMMITTEE FOR FY2017-2018 COMMISSION OFFICERS

Chair Nielsen appointed Commissioner Estabrook, Commissioner Campos and Commissioner Warner to the nominating committee.

6. REPORTS, COMMENTS

▪ STAFF REPORTS

□ ACCESSIBILITY DEVELOPMENTS

Staff (Everett) reported that from May 15, 2015 through May 14, 2017, 435 total citations were issued for illegal parking in disabled parking spaces in the City of Pasadena, which is an average of 18 citations per month, and that the \$4,200 fine maximum stated on the face of disabled parking placards arises out of California Vehicle Code Section 22511.55(e), which includes all possible fines, civil and criminal, that could result from misuse of a disabled parking placard or plate.

□ UPDATES

Staff (Covarrubias) reported that when a Commissioner is absent from a meeting, he or she may submit remarks in writing to be read at the meeting.

Staff (Everett) reported that the terms of Chair Nielsen, Commissioner Lambrinos, and Commissioner Campos expire on June 30, 2017, the term of Commissioner Warner expired on June 20, 2012, and only Commissioner Lambrinos is eligible for reappointment.

Staff (Everett) presented the design of the tablecloth that will be ordered for the Commission. It was motioned (Lambrinos) and seconded (Chen Stammer) to add the ADA seal to the tablecloth. (Motion unanimously carried) (Absent: Farr)

▪ WORKPLAN OBJECTIVES

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

Staff (Everett) explained additional changes to the Rules and Regulations that arose from discussion with the City Attorney's office. After discussion, it was moved (Rogers) and seconded (Warren) to approve all amendments, except those contained in Article IV. (Motion unanimously carried) (Abstain: Nielsen) (Absent: Farr)

It was moved (Campos) and seconded (Lambrinos) to review and approve Article IV at the next meeting. (Motion unanimously carried) (Absent: Farr)

- *Objective 4: Draft and recommend a City policy on accessible playgrounds.*

Commissioners discussed creating an ad-hoc committee to continue working on this objective in the new fiscal year.

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

Staff (Everett) informed Commissioners of an upcoming meeting with Tim McDonald, Assistant Library Director, to discuss the public use computer replacement project and will provide a report at the next commission meeting.

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

Commissioners provided feedback on the online training curriculum provided by Commissioner Lambrinos.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

- Commissioner Rogers reported contributing to her Neighborhood Association newsletter and announced a community forum on Theology and Disability at Asuza Pacific College taking place June 5-8, 2017.
- Commissioner Campos reported observing construction on curb ramps around the city and that Council Member Hampton continues to be supportive of the Commission's efforts.
- Commissioner Sweeney reported presenting at the Pasadena Senior Center on assistive technology and encouraged the commission to establish a proactive strategy to outreach to the senior community.
- Chair Nielsen asked Commissioners to liaison with other commissions.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

It was moved (Lambrinos) and seconded (Sweeney) to add discussion of the location of the Commission's regular meetings to the next meeting agenda. (Motion unanimously carried) (Absent: Farr)

It was moved (Sweeney) and seconded (Lambrinos) to add mentoring of the disability community to a future meeting agenda. (Motion unanimously carried) (Absent: Farr)

It was moved (Lambrinos) and seconded (Sweeney) to add community outreach to a future meeting agenda. (Motion unanimously carried) (Absent: Farr)

8. ADJOURNMENT

It was moved (Sweeney) and seconded (Estabrook) to adjourn the regular meeting. (Motion unanimously carried) (Absent: Farr) The meeting was adjourned at 6:12 P.M.

Karla Covarrubias

Karla Covarrubias, Recording Secretary
Human Services and Recreation Department

6.

**Review of Commission attendance in
FY 16/17**

PASADENA ACCESSIBILITY AND DISABILITY COMMISSION

MEETING ATTENDANCE: FY 2016-2017

NAME	DISTRICT	2016						S	2017				
		7/26	8/23	9/27	C	C	C		1/17	2/28	3/28	4/25	5/23
<i>Campos, Dennis</i>	1	E	P	E				P	E	E	E	P	
<i>Lambrinos, Jorge J.</i>	2	P	P	E				P	P	P	A	P	
<i>Rittenhouse, Joy</i>	3	E	A	A									
<i>Rogers, Sharon</i>	4			P				P	P	P	P	P	
<i>Warner II, Michael</i>	5	P	P	P				P	P	P	E	P	
<i>Orr, John</i>	6	P	P										
<i>Chen Stammer, Dr. Xilian</i>	7	P	P	P				P	P	E	P	P	
<i>Nielsen, Jennipha-Lauren</i>	<i>At Large/3</i>	P	P	P				P	P	P	P	P	
<i>Farr, James</i>	3							P	P	A	P	E	
<i>Estabrook, Cy</i>	<i>Mayor</i>									P	P	P	
<i>Sweeney, Martin</i>	6									P	P	P	

KEY:

P=PRESENT

A=ABSENT (UNEXCUSED)

E= EXCUSED ABSENCE

SHADED=NOT APPLICABLE

C=DARK/MEETING CANCELLED/HOLIDAY

S=SPECIAL MEETING

AM=ANNUAL MEETING

7.
**Review of Commission
accomplishments in FY 16/17**

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN OBJECTIVES
FISCAL YEAR 16/17**

1. Submit to City Council an Annual Report of Accomplishments per the FY 15/16 Work Plan, a Commission Member Attendance Report for FY 15/16, and a draft Work Plan for FY 16/17.

Status: Completed. Documents were submitted on August 30, 2016.

2. Examine and revise, as needed, the Rules and Regulations for the Accessibility and Disability Commission.

Status: In Progress. At its May 24, 2017, meeting the Commission voted to approve all amendments except for those contained in Article IV. At its XXXX, 2017, meeting the Commission voted to approve the amendments contained in Article IV. At its XXXX, 2017, meeting the Commission voted to forward the amended Accessibility and Disability Commission Rules and Regulations to City Council for ratification.

3. Review and update, as needed, the Accessibility and Disability Commission's materials on emergency preparedness for people with disabilities and access and functional needs.

Status: In Progress

4. Draft and recommend a City policy on accessible playgrounds.

Status: In Progress

5. Survey and report on the accessibility of the City's public use computers.

Status: Superseded by the City's plan to replace its public use computers. City staff incorporated information from the Commission's survey tool into accessibility recommendations for the new public use computers.

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

Status: In Progress

8.

Review of Commission purpose and functions

CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION PURPOSE AND FUNCTIONS

- A. The purpose of the commission is to advise the council on accessibility issues in Pasadena.
- B. The commission shall:
 - 1. Study and examine (a) existing inequities in access to the physical, work, social and cultural environments for all residents of Pasadena, particularly those who have disabilities, and (b) policies, procedures, programs and legislation for eliminating those inequities.
 - 2. Recommend policies, procedures, programs and legislation to promote and ensure the accessibility of the physical, work, social and cultural environments to all residents of Pasadena, particularly those who have disabilities.
 - 3. Consult and cooperate with other public agencies and commissions on matters relevant to the commission.
 - 4. Assist the accessibility and disability issues coordinator to carry out assigned programs and responsibilities.

9.

**Establish Commission work plan for
FY 17/18**

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
POTENTIAL WORK PLAN OBJECTIVES
FISCAL YEAR 17/18**

1. Community outreach
 - a. Attend and/or host community events related to accessibility and disability
 - b. Hold commission meetings at locations in the community
2. Disability mentoring
3. Continuation of FY 16/17 accessible playground objective
4. Continuation of FY 16/17 emergency preparedness objective