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AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
July 25, 2017

MEMBERS

Jorge Lambrinos, Chair, District 2
Martin Sweeney, Vice-Chair, District 6
David Azevedo, District 1
James Farr, District 3
Sharon Rogers, District 4
Michael Warner II, District 5
Dr. Xilian Chen Stammer, District 7
Cy Warren Estabrook, Mayor
Mark Waterson, At Large

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
REGULAR MEETING
JULY 25, 2017
5:30 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 N. FAIR OAKS AVENUE
PASADENA, CA 91103

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, JUNE 26, 2017***
4. **NEW BUSINESS**
INFORMATION ITEM ONLY
 - **PASADENA SHORT RANGE TRANSIT PLAN UPDATE***
Sebastian Hernandez, Pasadena Department of Transportation
5. **OLD BUSINESS**
ACTION ITEMS
 - **REVIEW AND APPROVAL OF AMENDED RULES AND REGULATIONS***
 - **REVIEW AND APPROVAL OF YEAR END REPORT OF ACCOMPLISHMENTS***
 - **ESTABLISH COMMISSION WORK PLAN FOR FY 17/18***
6. **REPORTS, COMMENTS, UPDATES**
INFORMATION ITEMS ONLY
 - **STAFF REPORTS**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
7. **SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
8. **ADJOURNMENT**

*Attachment

A handwritten signature in cursive script that reads "Jorge J. Lambrinos".

Jorge J. Lambrinos, 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 20th day of July 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 June 26, 2017

MINUTES



**CITY OF PASADENA
ACCESSIBILITY AND DISABILITY COMMISSION
SPECIAL MEETING
JUNE 26, 2017
5:30 P.M.
LA CASITA DEL ARROYO
177 S. ARROYO BVD
PASADENA, CA 91105**

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

COMMISSIONERS ABSENT: None

STAFF PRESENT: Alison Everett and Karla Covarrubias

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Nielsen called the meeting to order at 5:45 P.M. Staff (Covarrubias) called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT

None

3. REVIEW AND APPROVAL OF MINUTES, MAY 23, 2017

After review, it was moved (Lambrinos) and seconded (Sweeney) to approve the Minutes of the May 23, 2017 meeting with corrections. (Motion unanimously carried) (Abstain: Farr)

4. OLD BUSINESS

▪ REVIEW AND APPROVAL OF ARTICLE IV OF AMENDED RULES AND REGULATIONS

After review, it was moved (Estabrook) and seconded (Stammer) to approve article IV of the amended rules and regulations. (Motion unanimously carried)

5. NEW BUSINESS

▪ REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 17/18

Nominating Committee Chair Campos reported the following nominations for FY 17/18 Commission Officers:

- Chair: Commissioner Lambrinos
- Vice Chair: Commissioner Chen Stammer

Self-nomination by Commissioner Sweeney for Vice-Chair.

It was moved (Campos) and seconded (Farr) to approve Commissioner Lambrinos as FY 17/18 Commission Chair and Commissioner Sweeney as FY 17/18 Commission Vice-Chair. (Motion unanimously carried)

6. REVIEW OF COMMISSION ATTENDANCE IN FY 16/17

After review, it was moved (Estabrook) and seconded (Sweeney) to approve the Commission Attendance Record for FY16/17. (Motion unanimously carried)

7. REVIEW OF COMMISSION ACCOMPLISHMENTS IN FY16/17

The Commission accomplishments in FY 16/17 were reviewed and discussed by Commissioners.

8. REVIEW OF COMMISSION PURPOSE AND FUNCTIONS

The Commission Purpose and Functions were reviewed and discussed by Commissioners.

9. ESTABLISH COMMISSION WORK PLAN FOR FY 17/18

Commissioners discussed their workplan ideas for FY 17/18. Topics with the most interest were:

- Community Outreach
- Transportation
- Disability Culture
- Emergency Preparedness

10. REPORTS, COMMENTS, UPDATES

▪ **STAFF REPORTS**

Staff Everett announced that the new Human Services and Recreation website went live and includes a page on Accessibility and Disability, that the Transportation Department launched a Reasonable Accommodation Form that will be linked to through the Accessibility and Disability page, and that the Adaptive Art Exhibition opening reception will take place on July 22, 2017, from 3-5 PM at the Armory Center for the Arts. Staff Everett inquired whether the Commission desired to have a table at the 41st Assembly District Community Resource Fair on August 5, 2017, from 11AM - 3PM. Upon confirmation in the affirmative, Staff Everett agreed to submit the necessary forms on behalf of the Commission.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

None

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

Commissioner Campos and Chair Nielsen bid farewell to remaining Commissioners.

11. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

NONE

12. ADJOURNMENT

It was moved (Sweeney) and seconded (Rogers) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 8:12 P.M.

Karla Covarrubias

Karla Covarrubias, Recording Secretary
Human Services and Recreation Department

4.

New Business



Date: July 25, 2017

To: Accessibility and Disability Commission

From: Frederick C. Dock, Director *F.C. Dock*

Subject: Draft Pasadena Short Range Transit Plan Update

The Department of Transportation (DOT) is conducting its Short Range Transit Plan (SRTP) update process. The SRTP guides the next five years of programming of transit service development and investments that support the policy goals for Pasadena Transit and Pasadena Dial-A-Ride. Pasadena Transit is the City's fixed-route bus service which provides six routes that travel throughout Pasadena and deliver service to the six Gold Line stations, commercial corridors, major business and employment areas, schools and colleges, parks, medical facilities, dense residential areas, etc. Pasadena Dial-A-Ride is a demand-response paratransit service for seniors and individuals with disabilities that provides service to residents of Pasadena, San Marino, Altadena, and other adjacent unincorporated areas within the service area.

For the SRTP update, DOT completed data analytics for current ridership and operations in Fall 2016 and in Spring 2017 conducted outreach to solicit public feedback that included five public meetings, on board surveys, and online surveys. Based on the results of the data analysis and public outreach, draft SRTP recommendations have been developed.

Data Analysis

On an ongoing monthly basis performance monitoring and data analysis is conducted of Pasadena Transit and Pasadena Dial-A-Ride. This data is used to measure ridership trends, demand on the system, and efficiency of the services, among other factors. The SRTP is an opportunity to conduct a comprehensive in depth data analysis and review of feedback. The results of the data analysis and operational review were used to confirm the results of the public outreach effort, as well as to develop and prioritize the final recommendations.

Stakeholder Meetings

The SRTP process was designed to encourage stakeholder involvement and include public comments from a number of sources. A series of public meetings were held and an online survey was developed. In addition to notifications posted on all of

Pasadena's public transit fleet, pasadenatransit.net, and on the Pasadena DOT Twitter, an outreach video and editorial piece was also developed by Pasadena Now that was posted on their website and Facebook page. Various City Commissions, including the Accessibility and Disability Commission, Northwest Commission, Recreation and Parks Commission, and the Senior Commission were invited to participate. Additionally, the Old Pasadena Management District, Playhouse District, South Lake Business Association, Chamber of Commerce, as well as representatives from the Pasadena Transportation Management Association (e.g., Art Center, JPL, Caltech, etc.), were invited to participate in a series of five (5) public meetings and the survey:

- Three (3) general meetings
- One (1) meeting focused on seniors/persons with disabilities
- One (1) meeting focused on youth

Survey Highlights

Survey respondents were asked questions regarding age, gender, home zip code, race, employment, and income information. Respondents were also asked to rank Pasadena Transit on a number of factors including their satisfaction with hours and frequency of service on weekdays and the weekend. A total of 628 survey responses were collected; 303 were collected on board Pasadena Transit buses and 325 were submitted online. Key take-aways for Pasadena Transit from the survey include:

- Overall satisfaction with Pasadena Transit: 88% ranked it as excellent or good
- Customer service of bus drivers: 85% ranked it as excellent or good
- Frequency of weekday service: 81% ranked how often the bus runs as excellent or good (not including those that responded no opinion)
- Span of weekday service: 73% ranked the hours the bus runs as excellent or good (not including those that responded no opinion)
- Frequency of weekend service: 54% ranked how often the bus runs as excellent or good (not including those that responded no opinion)
- Span of weekend service: 49% ranked hours the bus runs as excellent or good (not including those that responded no opinion)
- 83% of respondents indicated they would use Sunday service on Pasadena Transit

Recommendations

The survey results combined with the ridership analysis informed the development of the following recommendations:

- Weekday
 - Routes 10 & 20: Provide a 10 minute peak frequency
 - Routes 10, 20, 31/32 & 40: Run service until 10 p.m.
 - Route 40: Extend the route to Del Mar/Lake and increase frequency to 20 minutes
- Weekend
 - Saturday service: Start service at 7 a.m. (currently starts at 11 a.m.)

- Sunday service: Run service from 7 a.m. – 8 p.m. (currently no service)
- Routes 10 & 20: Provide a 15 minute peak frequency

As a demand response program, Pasadena Dial-A-Ride has a dynamic route scheduling which fluctuates daily, based on the individual trips that customers schedule. Pasadena Dial-A-Ride can serve just about any type of trip, as long as it is within our geographic service area. The development of the following recommendations was based on the ridership analysis and the feedback received:

- Increase annual service hours by 15% while maintaining service efficiency
- Make available automated trip pick up notification system

The Draft SRTP Recommendations are being presented to the Transportation Advisory Commission, Senior Commission, and the Accessibility and Disability Commission. DOT also plans to hold two additional public meetings to present these recommendations and invite public comment. Feedback provided during this process will be incorporated into the final draft SRTP that will be presented to the City Council for adoption. It is anticipated that the SRTP will be adopted by the end of the calendar year.

5.

Old Business

The following rules were adopted by the Accessibility and Disability Commission on July 25, 2017, for the conduct of its business consistent with the Pasadena Municipal Code.

ACCESSIBILITY AND DISABILITY COMMISSION
RULES AND REGULATIONS

ARTICLE I

NAME

The name of this advisory body is the Accessibility and Disability Commission.

ARTICLE II

PURPOSE

SECTION 1. The purposes of this Commission are:

1. Study and examine (a) existing inequities in access to the physical, work, social and cultural environments for all residents of Pasadena, particularly persons with 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, communication, civic involvement, 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.

ARTICLE III

MEMBERSHIP

SECTION 1. The membership of this Commission shall be limited to nine members.

SECTION 2. Members shall be appointed in conformity with applicable provisions in Chapter 2.48.030, Title 2 of the Pasadena Municipal Code.

SECTION 3. Any member desiring to resign from the Commission shall submit his/her resignation in writing to the Chair of the Commission and to the person who appointed and/or nominated the member to the Commission, or his/her successor.

SECTION 4. Any member with three consecutive unexcused absences may be removed from the Commission. The Chair of the Commission may excuse absences. A member must advise the staff liaison in advance of any anticipated absence from a scheduled meeting or the absence is unexcused.

SECTION 5. Absent members cannot vote by proxy on issues before the Commission at scheduled meetings.

SECTION 6. Upon appointment, all members shall receive a copy of these rules and regulations and Chapter 2.48 of the Pasadena Municipal Code relating to this Commission.

SECTION 7. Each member has the right:

- a. To receive timely notice of all meetings with accompanying documents;
- b. To receive a copy of the minutes prior to approval;
- c. To make motions or to second them;
- d. To debate motions;
- e. To vote on motions;
- f. To hold office on the Commission; and
- g. To make recommendations to the Commission.

SECTION 8. No member shall purport to represent or speak on behalf of the Commission without the prior approval of a majority of the Commission.

SECTION 9. Code of Ethics.

- a. If, due to any of the following factors, a member has a conflict of interest in a matter

before the Commission, that member shall declare the interest publicly, refrain from participating in the deliberations, abstain from voting on the matter, leave the hearing room during any hearing and deliberations and not discuss the matter with any other Commission member prior to final action by the Commission:

- (1) Member is a client, employee or business associate of a party with a matter before the Commission;
- (2) Member is related by blood, marriage or adoption to a party with a matter before the Commission;
- (3) Member has a financial interest in the matter before the Commission;
- (4) Member and the party with a matter before the Commission are affiliates in an association which would cause a reasonable person to question the Commission member's impartiality in resolving the matter before the Commission;
- (5) Member is a friend or acquaintance of a party with a matter before the Commission which would cause a reasonable person to question the Commission member's impartiality in resolving the matter before the Commission.

b. No member shall participate in any matter before the Commission in which he/she may have a bias prejudicial to the interests of the public or which would give the appearance of impropriety.

c. If a member is required by City ordinance and the Political Reform Act to file a Statement of Economic Interest and fails or declines to do so, that member is disqualified from further service on the Commission.

ARTICLE IV

OFFICERS

SECTION 1. The officers shall be elected by open ballot to serve for one year or until their successors are elected. Their terms of office shall begin at close of annual meeting where elected.

SECTION 2. The officers of the Commission shall be Chair and Vice-Chair. The Secretary shall be a member of the City staff. The Commission may have a Parliamentarian at its option.

SECTION 3. The Chair shall have the following responsibilities: preside at all meetings of the Commission; vote on every motion as other members; call special meetings when necessary; compose the agenda; appoint the Parliamentarian for the Commission; prepare the annual report for submission to the Board of Directors; fix the date, hour and place of meeting; make appointments to committees; execute official communications; sign orders or recommendations of the Commission; advise the Board of Directors of the names of members with three unexcused absences and of upcoming vacancies; and conduct Commission business in a manner consistent with these bylaws.

SECTION 4. The Vice-Chair shall perform the duties of the Chair in the absence of the Chair and perform such other duties as are assigned by the Chair. In the absence of both the Chair and Vice-Chair, the members shall select a temporary Chairperson.

SECTION 5. The Secretary shall have the following responsibilities: record the minutes of all proceedings before the Commission; maintain the records of the Commission in complete and up-to-date order; report all correspondence to the Commission; advise the Chair three months prior to expiration of appointments; advise the Chair of any members with three consecutive unexcused absences; assist in the preparation of the agendas; and make and serve all notices.

SECTION 6. The Parliamentarian shall assist the Commission to resolve questions of parliamentary procedure using Robert's Rules of Order as a guide. The rules contained in the current edition of Robert's Rules of Order (newly revised) shall govern the Commission in all cases to which they are applicable and are not inconsistent with these rules, the Pasadena Municipal Code, or the Ralph M. Brown Act.

SECTION 7. No member shall hold more than one office at a time. No member shall be eligible to serve more than two consecutive terms in the same office.

ARTICLE V

MEETINGS - GENERAL RULES

SECTION 1. The regular meetings of the Commission shall be held on the 4th Tuesday of the month at 5:30 P.M. Written notice of these meetings, including the date, time and location, shall be given to each member, the City Council and the City Manager.

SECTION 2. Scheduled meetings should begin no later than 5:45 P.M. and adjourn by 7:45 P.M. unless otherwise extended by the Commission.

SECTION 3. The regular meeting in June shall be known as the annual meeting and shall be for the purpose of electing officers, and for any other business that may arise.

SECTION 4. The Commission shall not hold a regular meeting in the month of December.

SECTION 5. Special meetings may be scheduled by the Chair or a majority of the Commission. The purpose of the meeting shall be stated in the notice. Except in cases of emergencies, notice of special meetings shall be given at least 24 hours in advance.

SECTION 6. The Commission quorum shall be set in accordance with Section 2.48.070 (B) of the Pasadena Municipal Code.

SECTION 7. All meetings of the Commission shall be held in accordance with the Ralph M. Brown Act and shall be open to the public as provided by law.

SECTION 8. A matter must be on the agenda to be discussed and acted upon unless otherwise provided by law. A matter may be included in the agenda by a member or by staff. If a member timely requests that an item be included on the agenda, that item shall be included on the next regular meeting agenda.

ARTICLE VI

MEETINGS - PROTOCOL

SECTION 1. The order of business at all meetings shall be:

- a. Call to order
- b. Roll call
- c. Public comment on matters not on the agenda
- d. Review and approval of minutes
- e. Old business
- f. New business
- g. Reports, Comments, Announcements
- h. Adjournment

SECTION 2. At the discretion of the Chair, discussion on any agenda item may be limited to fifteen minutes unless the Commission votes to extend discussion.

SECTION 3. At the discretion of the Chair, a member may not speak more than twice for or against any agenda item unless the Commission votes to extend discussion.

SECTION 4. At the discretion of the Chair, a member may be asked not to speak longer than three minutes during discussion unless the Commission votes to extend discussion.

SECTION 5. Members should not prolong discussions by repeating an argument already made by another member. Discussions by members shall be monitored by the Chair.

ARTICLE VII

MEETINGS - MOTIONS

SECTION 1. The Commission may employ five motions in reaching decisions:

- a. **Motion for Action:** A proposal by a member that the Commission do a special thing; *e.g.*, "I move that the Commission issue an order to Mr. directing him to remove the abandoned cars from the property."
- b. **Motion to Amend:** A proposal to amend a motion made by insertion, addition, deletion, or substitution; *e.g.*, "I move to amend the motion by insertion of the words "by February 9, 2017" after the words "'all computer accessibility'."

- c. Motion to Rescind: A proposal to repeal a motion before a different course of action is decided, for example, "I move that the action ordering demolition of the building be rescinded." (Once a motion has been approved, reflection or investigation may prove it to be impractical. Because the motion is in the minutes, it must be repealed.)
- d. Motion to Table: A proposal to cut off discussion and action on a motion that has been made, for example, "I move that the motion be tabled until the Commission has a chance to review the committee report." (This allows time for further investigation and ends heated discussion. The motion must be voted upon at once and can be brought back at a future meeting.)
- e. Motion to Suspend the Order of Business: A proposal made when circumstances such as an interruption, late arrival, or early departure necessitate an alteration or change in the agenda, for example, "I move that the order of business be suspended immediately after the reading of the minutes to discuss the after-effects of the earthquake."

SECTION 2. Once a motion is before the Commission, the Chair shall not permit the public to speak or comment during the Commission's discussion of that motion.

SECTION 3. All voting on issues before the Commission shall be by voice vote unless a roll call is requested by the Chair or a member of the Commission. There shall be no secret ballots.

SECTION 4. After a motion has been made and seconded, the Chair shall repeat the motion for the Commission. The Chair may rule the motion out of order or restate the motion so that the Commission may know what is before it for consideration and action.

SECTION 5. The Chair shall announce the vote on the motion. In announcing the vote, the Chair shall state whether the motion carried or failed.

ARTICLE IX

COMMITTEES AND PANELS

SECTION 1. Unless otherwise provided in Chapter 2.48 of the Pasadena Municipal Code, the Chair may appoint members to ad hoc committees or panels necessary to carry on the work of the Commission. Each ad hoc committee shall consist of at least one member of the Commission. Recommendations from an ad hoc committee shall be advisory to the Commission. The Chair shall define their area of operation and concern, and establish rules of operation. The Chair shall be an ex officio member of all committees so created.

SECTION 2. The Commission hereby establishes a nominating committee to recommend nominees for office on the Commission. The nominating committee shall consist of three persons appointed by the Chair. The Committee shall be activated at the May meeting and shall report its nominees at the June meeting.

ARTICLE X

AMENDMENT OF RULES

SECTION 1. These rules may be amended at any regular meeting of the Commission by affirmative vote of 5 members, provided that the amendment has been submitted in writing at the previous meeting. Proposed amendments must be submitted to the City Council Members for final approval.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
 WORK PLAN: 7/1/16 - 6/30/17
 Year End Report of Accomplishments July 30, 2017**

MISSION (as stated in Charter/Ordinance):

The purpose of the commission is to advise the council on accessibility issues in Pasadena. 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.

OBJECTIVES:

1.	<p>By August 31, 2016: 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.</p> <p><i>STATUS: COMPLETED. Documents were submitted on August 30, 2016.</i></p>
2.	<p>By November 30, 2016: Examine and revise, as needed, the Rules and Regulations for the Accessibility and Disability Commission.</p> <p><i>STATUS: COMPLETED. At its May 24, 2017, meeting the Commission voted to approve all amendments except for those contained in Article IV. At its June 26, 2017, meeting the Commission voted to approve the amendments contained in Article IV. At its July 25, 2017, meeting the Commission voted to approval all amendments and forward the amended Accessibility and Disability Commission Rules and Regulations to City Council for ratification.</i></p>
3.	<p>By January 31, 2016: Review and update, as needed, the Accessibility and Disability Commission's materials on emergency preparedness for people with disabilities and access and functional needs.</p> <p><i>STATUS: NOT COMPLETED. Project Safe was reviewed and compared to materials provided by the California Office of Emergency Services. It was suggested to form an ad hoc committee to continue the project.</i></p>

<p>4.</p>	<p>By February 29, 2017: Draft and recommend a City policy on accessible playgrounds.</p> <p><i>STATUS: NOT COMPLETED. Thorough research was conducted on accessible playgrounds and an ad hoc committee was formed to review the City's playground policies.</i></p>
<p>5.</p>	<p>By March 31, 2017: Survey and report on the accessibility of the City's public use computers.</p> <p><i>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. Several of the Commission's recommendations were accepted as part of this process.</i></p>
<p>6.</p>	<p>By April 30, 2017: Recommend web-based training for all City of Pasadena staff and Commissioners on disability related topics.</p> <p><i>STATUS: NOT COMPLETED. Commissioners thoroughly reviewed available online accessibility and disability training resources and are continuing to evaluate the training offered by the City of Pasadena prior to making a recommendation.</i></p>

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

Proposed objectives with the greatest support:

- **Community Outreach**
 - Develop a community outreach plan and outreach materials.
- **Transportation**
 - Examine transportation accessibility and make recommendations based on findings.
- **Disability Culture**
 - Develop strategic plan to support disability culture in the community.
- **Emergency Preparedness**
 - Review and update the Commission's materials on emergency preparedness for people with disabilities.

Other proposed objectives:

- Host disability athletics fair
- Promote disability mentoring
- Review legislation impacting people with disabilities
- Declare Pasadena an age and disability friendly city
- Recommend mandatory online web based training for City staff and Commissioners on disability topics
- Oversee training on accessible software/hardware for public access computers