



COPIES OF THIS AGENDA
ARE AVAILABLE FROM THE
NEIGHBORHOOD
INFORMATION SERVICE AT
THE CENTRAL AND ALL
BRANCH LIBRARIES

AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
SPECIAL MEETING
June 11, 2018

MEMBERS

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

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.

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 5:00 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 Villa-Parke Community Center at 363 E. Villa Street during normal business hours.



AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
SPECIAL MEETING
June 11, 2018
5:00 P.M.
VICTORY PARK RECREATION CENTER
2575 PALOMA STREET
PASADENA, CA 91107

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 22, 2018***
4. **OLD BUSINESS**
ACTION ITEM ONLY
 - **REVIEW AND APPROVAL OF AMENDMENTS TO THE COMMISSION RULES AND REGULATIONS AND PASADENA MUNICIPAL CODE CHAPTER 2.48***
5. **NEW BUSINESS**
INFORMATION AND ACTION ITEMS
 - **ESTABLISH AD HOC COMMITTEE TO STUDY AND EXAMINE ACCESSIBILITY BEST PRACTICES FOR PROTECTED BIKE LANES**
 - **ELECTION OF COMMISSION OFFICERS FOR FY 18/19**
 - **REVIEW AND APPROVAL OF COMMISSION ATTENDANCE FOR FY 17/18***
 - **REVIEW YEAR END REPORT OF ACCOMPLISHMENTS FOR FY 17/18***
 - **DISCUSS COMMISSION WORK PLAN FOR FY 18/19**
6. **REPORTS, COMMENTS, UPDATES**
INFORMATION ITEMS ONLY
 - **STAFF UPDATES**
 - **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
7. **SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS**
8. **ADJOURNMENT**

*Attachment



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, Victory Park Recreation Center, the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 8th day of June 2018, 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.



Araceli López Mellem, Recording Secretary
Human Services & Recreation Department

DISTRIBUTION:

Accessibility and Disability Commission
City Council
City Manager
City Attorney
City Clerk
Central Library
Public Information Officer

La Opinion
Los Angeles Times
Pasadena Journal
Pasadena NOW
Pasadena Star News
Pasadena Weekly

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.

Language translation services are available for this meeting by calling (626) 744-4386 at least 24 hours in advance.

Habra servicio de interpretación disponible para éstas juntas llamando al (626) 744-4386 por lo menos con 24 horas de anticipación.

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

3.
Minutes of May 22, 2018

MINUTES



**CITY OF PASADENA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
MAY 22, 2018
5:30 P.M.
JACKIE ROBINSON COMMUNITY CENTER
1020 N. FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: Jorge Lambrinos, Martin Sweeney, Cy Warren Estabrook, David Azevedo (5:50 p.m. arrival), James Farr, Sharon Rogers, Michael Warner II, Xilian Chen Stammer, Mark Waterson

COMMISSIONERS ABSENT: David Azevedo, James Farr, Mark Waterson, Estabrook

STAFF PRESENT: Alison Everett and Araceli López Mellem

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Lambrinos called the meeting to order at 5:44 p.m. Araceli López Mellem called the roll and a quorum was established for the Commission.

2. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Valerie Toliver of LOV Olive Branches CDC 501 (c) 3, invited the Commission to participate in their 6th Annual Back to School event which will take place on August 12, 2018, and will include resources for the disability community.

Robert Gorski, Pasadena Civitan, discussed an election in Arcadia in which a candidate's disability was used against her by her opponent. Mr. Gorski also discussed promoting employment of people with disabilities and invited the Commission to assist Civitan in their efforts by serving as ambassadors.

3. REVIEW AND APPROVAL OF MINUTES, April 24, 2018

After review, it was moved (Rogers) and seconded (Chen Stammer) to approve the Minutes of the April 24, 2018 meeting with the following amendment:

For clarification purposes, please note the amendments are *italicized*:

FY 17/18 Work Plan Committee Reports

Objective 1, Disability Culture- Commissioner Sweeney reported that he would like to focus on *supporting efforts to build community partnerships in support of disability culture in the community.*

(Motion unanimously carried) (Absent: Azevedo, Estabrook, Farr, Waterson)

4. OLD BUSINESS

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

After discussion, it was moved (Sweeney) and seconded (Warner) to hold a special meeting for the purpose of holding the annual meeting on June 11, 2018, from 5:00 p.m. to 8:00 p.m. at Victory Park Recreation Center. (Motion unanimously carried) (Absent: Azevedo, Estabrook, Farr, Waterson)

- **REPORT FROM NOMINATING COMMITTEE FOR COMMISSION OFFICERS FOR FY 18/19**

Due to the absence of the nominating committee, staff (Everett) reported on behalf of the nominating committee that Vice Chair Sweeney had been nominated for Chair and Commissioner Estabrook had been nominated for Vice Chair. Chair Lambrinos advised the Commission to submit any further nominations to the nominating committee via email.

5. NEW BUSINESS

- **DISCUSS ATTENDANCE AT ANNUAL 41ST ASSEMBLY DISTRICT COMMUNITY RESOURCE FAIR AND BLOCK PARTY ON AUGUST 4, 2018***

After review, it was moved (Rogers) and seconded (Sweeney) to approve the Commission's participation at the Annual 41st Assembly District Community Resource Fair and Block Party on August 4, 2018; The Commission will host their own table in order to continue their community outreach efforts. (Motion unanimously carried) (Absent: Azevedo, Estabrook, Farr, Waterson)

- **REVIEW OF AMENDMENTS TO THE COMMISSION RULES AND REGULATIONS AND PASADENA MUNICIPAL CODE CHAPTER 2.48***

Staff (Everett) presented the Commission with the proposed amendments and explained the department's desire to have continuity across all the commissions it supports. Commissioner Chen Stammer and Commissioner Sweeney expressed concern with a couple of amendments; Commission was encouraged to submit any additional feedback via email to staff prior to the next meeting where a vote will take place.

- **DISCUSSION REGARDING COMMUNITY OUTREACH**

Chair Lambrinos reported that the Commission has been invited to attend an upcoming meeting of the Senior Commission but he has not yet been able to attend; Vice Chair Sweeney expressed interest in attending on behalf of the Commission.

Chair Lambrinos reported that he has a meeting scheduled with FVO Solutions, AbilityFirst, and Villa Esperanza to discuss the proposed upcoming community forum. The structure for the event would be a Commission meeting on a specific topic that would include a forum during the second portion of the meeting; community feedback would then be used to create a report on the topic for the City Council. Chair Lambrinos solicited suggestions for topics from the Commission and those suggestions included the following: Self-determination, inclusive recreation, expansion of the iBook Club, and transition from high school to adulthood for disabled persons.

6. REPORTS, COMMENTS, UPDATES

- **STAFF UPDATES**

Staff (Everett) reminded Commissioners about the upcoming Our Pasadena community workshops, provided information about accessibility standards used by other communities for protected bike lanes similar to the Union Street Protected Bike Lane, reported on recent disability related staff training, and gave an update on Summer Camp Inclusion Services.

▪ **FY17/18 WORKPLAN COMMITTEE REPORTS**

Objective 1, Disability Culture – Commissioner Rogers provided a report on the third iBook Club meeting as well as her attendance at the opening of the new library at Rose City. Commissioner Rogers also reported that she will be meeting with leadership from the Central Library tomorrow regarding the future of the iBook Club.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Chair Lambrinos provided an update on the Civic Center Task Force and provided the Commission with a handout of the task force's recommendations.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

None.

8. ADJOURNMENT

It was moved (Sweeney) and seconded (Chen Stammer) to adjourn the regular meeting. (Motion unanimously carried) (Absent: Azevedo, Estabrook, Farr, Waterson) The meeting was adjourned at 7:33 P.M.


Araceli López Mellem, Recording Secretary
Human Services & Recreation Department

4. Old Business

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, [communication](#), [civic involvement](#), 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.

~~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 [Chair and Recording Secretary](#)~~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-meeting](#) room during any [hearing meeting](#) 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, [who is appointed by the Chair at the annual meeting](#).

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 [bylawsrules and regulations](#).

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-post](#) 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~~6:00 P.M. and adjourn by ~~7:45~~8:00 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~~ a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk.

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 placed on 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, Updates, Announcements
- h. Adjournment

SECTION 2. ~~At the discretion of the Chair, a~~ Discussion on any agenda item may be limited to ~~fifteen~~ twenty 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 action 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~~ five 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.

SECTION 6. _____ 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-public~~ shall not be permitted ~~to speak~~ ~~nor~~ 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 or standing 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-April meeting and shall report its nominees at the June-May 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~~ a majority vote, 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.

Chapter 2.48 - ACCESSIBILITY AND DISABILITY COMMISSION

Sections:

2.48.010 - Short title.

This chapter shall be known as the "accessibility and disability commission ordinance."

(Ord. 6370 § 1 (part), 1990)

2.48.020 - Establishment.

There is created and established a commission of the city to be known as the "accessibility and disability commission" and hereinafter called "commission."

(Ord. 6370 § 1 (part), 1990)

2.48.030 - Membership—Appointment and term.

- A. The commission shall consist of 9 members, who shall be appointed as follows:
 1. Each of the 7 councilmembers and the mayor shall nominate 1 member for a total of 8 members.
 2. The mayor shall nominate the remaining 1 member from persons recommended by the 7 councilmembers.
 3. All appointments are subject to ratification by the city council.
- B. Members shall be appointed for a term of 3 years and shall serve no more than 2 consecutive terms. A term of less than 1 year is not considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2 year interval.
- C. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council

pursuant to Section 2.45.020.

D. Any member of the commission may be removed by the city council at its pleasure.

(Ord. 6820 §§ 1, 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

2.48.040 - Qualifications.

- A. All members shall be residents of the city; provided, however, that persons appointed by a directorcity council member need not reside in said director'scity council member's district.
- B. Members shall have a demonstrated commitment to the accessibility of the community for all people, particularly those with disabilities, through work on matters such as the rights of persons with disabilities or other activities which promote the accessibility of the community to all people, and shall be familiar with the city and current accessibility issues.
- C. Members shall be selected so as to represent a cross section of the city's disability groups and to include persons with professional experience in the field of disability.

(Ord. 6370 § 1 (part), 1990)

2.48.050 - Absences and vacancies.

- A. In the event a member has 3 consecutive unexcused absences from meetings of the commission, the city council may declare the office of such member vacant. The staff to the commission shall advise the secretary to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.
- B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who initiated the appointment to the vacant office, in the same manner as set forth in Section 2.48.030.

(Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

2.48.060 - Election of officers.

At the ~~first annual~~ meeting of the commission ~~in June, and thereafter at its first meeting of each subsequent year~~, the members shall elect a chair and a vice chair. In the absence ~~or disability~~ of the chair and vice chair, the commission may designate a temporary chair.

(Ord. 6370 § 1 (part), 1990)

2.48.070 - Meetings—Records.

- A. The commission shall meet at least once a month, and all its meetings shall be open to the public pursuant to the Ralph M. Brown Act. Special meetings may be called by the chair or a majority of the commission.
- B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least 3 members.
- C. The commission shall keep a record, which shall be available for public inspection, of all its resolutions, proceedings and other actions.

(Ord. 6820 § 2 (part), 2000; Ord. 6675 § 1 (part), 1996; Ord. 6370 § 1 (part), 1990)

2.48.080 - Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of ~~5~~ a major of members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the council.

(Ord. 6820 § 3, 2000; Ord. 6370 § 1 (part), 1990)

2.48.090 - Annual report.

The commission shall submit an annual report and workplan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report.

(Ord. 6930 § 3, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

2.48.100 - Disclosure requirements.

Members of the commission shall not be required to file annual statements of economic interest pursuant to the city's conflict of interest code.

(Ord. 6370 § 1 (part), 1990)

2.48.110 - 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, [communication, civic involvement](#), 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, [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;
 - ~~3. Assist the accessibility and disability issues coordinator to carry out assigned programs and responsibilities.~~

(Ord. 6820 § 45 (part), 2000; Ord. 6370 § 1 (part), 1990)

5. New Business

PASADENA ACCESSIBILITY AND DISABILITY COMMISSION

MEETING ATTENDANCE: FY 2017-2018

		2017							2018					
							C							AM
NAME	DISTRICT	7/25	8/22	9/26	10/24	11/28	12/26		1/23	2/27	3/27	4/24	5/22	6/11
<i>Azevedo, David</i>	1	P	P	P	A	E			P	P	P	P	E	
<i>Lambrinos, Jorge J.</i>	2	P	P	P	P	P			P	P	A	P	P	
<i>Farr, James</i>	3	P	P	P	P	E			P	E	P	P	E	
<i>Rogers, Sharon</i>	4	P	P	P	P	P			P	P	P	P	P	
<i>Warner II, Michael</i>	5	P	P	A	P	P			P	P	P	P	P	
<i>Sweeney, Martin</i>	6	P	P	P	P	P			P	P	P	P	P	
<i>Chen Stammer, Dr. Xilian</i>	7	P	P	P	P	P			P	P	A	P	P	
<i>Waterson, Mark</i>	At Large/6	A	P	P	P	P			P	P	P	P	E	
<i>Estabrook, Cy</i>	Mayor	P	P	P	P	P			P	P	P	P	A	

KEY:

P=PRESENT

A=ABSENT (UNEXCUSED)

E= EXCUSED ABSENCE

SHADED=NOT APPLICABLE

C=DARK/MEETING CANCELLED/HOLIDAY

S=SPECIAL MEETING

AM=ANNUAL MEETING

ACD Meeting Attendance FY17-18; Approved: _____

CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/17 - 6/30/18
Year End Report of Accomplishments June 30, 2018

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>To increase and promote disability awareness, history, and culture in partnerships with the City of Pasadena’s business, academic, nonprofit, and civic organizations.</p> <p>During FY 17/18 the Commission will:</p> <ul style="list-style-type: none"> • Host up to four (4) events exploring the experience and culture of disability; • Identify and develop new and current partnerships for hosting and sponsoring disability-related events; • Promote greater disability awareness and collaboration among Pasadena’s diverse disability communities (i.e., physical, sensory, acquired, developmental, mental, aging, etc.); and • Develop a three-year planning document identifying ongoing opportunities that promote and celebrate disability culture. <p>STATUS: Completed. During FY 17/18 the Commission initiated several efforts to promote disability awareness, history and culture by identifying and collaborating with local partnerships at civic, business, academic and nonprofit levels:</p> <ul style="list-style-type: none"> • A partnership was created with the Pasadena Public Library to establish the iBook pilot project designed to include those who communicate using augmentative and alternative communication devices and build community through conversation, recognition and participation. • A partnership was established with Vroman’s Bookstore to host a book reading with a Southern California author in March 2018 (Ben Mattlin; In
----	---

	<p>Sickness and In Health: Love, Disability, and a Quest to Understand the Perils and Pleasures of Interabled Romance; Beacon Press, 2018). This event still has to be scheduled.</p> <ul style="list-style-type: none"> • A partnership was created with Collaborate PASadena, to develop an outreach campaign—"Who's In the Space?" designed to highlight local residents with disabilities and to provide a user-friendly listing of local and regional resources. • Throughout FY 17/18, the Commission has reached out to several disability organizations and artists, both to build a regional network and to start a community-wide conversation about Disability Culture to be shared with the City of Pasadena, its residents and visitors. • The Commission researched potential grants that promote disability awareness and culture.
<p>2.</p>	<p>To increase awareness and visibility of the Accessibility and Disability Commission, gather information about concerns of persons with disabilities in Pasadena, and promote leadership and citizenship opportunities for persons with disabilities.</p> <p>During FY 17/18 the Commission will:</p> <ul style="list-style-type: none"> • By May 2018, host two community forums on issues (i.e. transportation) pertinent to the disability community. • By May 2018, develop mentorship opportunities that promote participation in public policy decision-making, leadership, and civic opportunities for persons with disabilities. <p>STATUS: Completed.</p> <ul style="list-style-type: none"> • As part of the Commission's overall outreach effort, commissioners participated in several community events to highlight the Commission and its advisory role for gathering community input, suggestions, and priorities. • The Commission in its effort to increase awareness and visibility participated in the 36th Annual Black History Parade & Festival by entering a car in the parade and having a table to disseminate Commission materials. • The commission invited Mr. Aaron Kitzman from Villa Esperanza Services to provide information on changes to State and Federal services that would impact people with disabilities in Pasadena. • Commission members participated in several community meetings to provide input and bring awareness to the needs of the disability community in Pasadena. • The Commission is in the process of planning a community forum on disability issues to take place during FY 2019.

<p>3.</p>	<p>To inform and educate persons with disabilities on the various transportation services available in Pasadena.</p> <p>During FY 17/18 the Commission will:</p> <ul style="list-style-type: none">• By February 2018, examine the various transportation services available in Pasadena for persons with disabilities and make recommendations based on findings.• By May 2018, develop a transportation resource guide for persons with disabilities. <p>STATUS: In Progress, work to continue as part of FY 18/19 Workplan. Commissioners attended Transportation Advisory Commission meetings to provide input on transportation services for people with disabilities and are in the process of researching and compiling a transportation resource guide for person with disabilities.</p>
-----------	--