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**AGENDA**  
**ACCESSIBILITY AND DISABILITY COMMISSION**  
**REGULAR MEETING**  
**July 24, 2018**

**MEMBERS**

Martin Sweeney, Chair, District 6  
Cy Warren Estabrook, Vice Chair, Mayor  
David Azevedo, District 1  
Jorge Lambrinos, District 2  
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 5:30 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 Villa-Parke Community Center at 363 E. Villa Street during normal business hours.*



**AGENDA**  
**ACCESSIBILITY AND DISABILITY COMMISSION**  
**REGULAR MEETING**  
**July 24, 2018**  
**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 ON MATTERS NOT ON THE AGENDA**  
Please limit comments to 3 minutes per speaker.
- 3. REVIEW AND APPROVAL OF MINUTES, JUNE 11, 2018\***
- 4. OLD BUSINESS**  
**INFORMATION AND ACTION ITEMS**
  - **FINALIZE PLANS TO ATTEND ANNUAL 41<sup>ST</sup> ASSEMBLY DISTRICT COMMUNITY RESOURCE FAIR AND BLOCK PARTY ON AUGUST 4, 2018**
  - **ESTABLISH AD HOC COMMITTEE TO STUDY AND EXAMINE ACCESSIBILITY BEST PRACTICES FOR PROTECTED BIKE LANES**
  - **REVIEW AND APPROVAL OF YEAR END REPORT OF ACCOMPLISHMENTS FOR FY17/18\***
  - **REVIEW AND UPDATE COMMISSION WORK PLAN FOR FY 18/19\***
- 5. NEW BUSINESS**  
**INFORMATION ITEM ONLY**
  - **EMERGENCY PREPAREDNESS PRESENTATION**  
Pasadena Fire Department, Lisa Derderian and Chief Trautwein
- 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



Martin Sweeney, 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, Jackie Robinson Community Center, the Bulletin Board in the rotunda area of City Hall, and a copy was distributed to the Central Library for posting on this 20<sup>th</sup> day of July 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

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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 11, 2018**

**\*MINUTES\***



**CITY OF PASADENA  
ACCESSIBILITY AND DISABILITY COMMISSION  
SPECIAL MEETING  
JUNE 11, 2018  
5:30 P.M.  
VICTORY PARK RECREATION CENTER  
2575 PALOMA STREET  
PASADENA, CA 91107**

**COMMISSIONERS PRESENT:** Jorge Lambrinos, Martin Sweeney, Cy Warren Estabrook, Sharon Rogers, Michael Warner II, Xilian Chen Stammer (arrived 5:15pm), Mark Waterson

**COMMISSIONERS ABSENT:** David Azevedo, James Farr

**STAFF PRESENT:** Alison Everett and Araceli López Mellem

**1. CALL TO ORDER; WELCOME; ROLL CALL**

Chair Lambrinos called the meeting to order at 5:09 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**

None.

**3. REVIEW AND APPROVAL OF MINUTES, May 22, 2018**

After review, it was moved (Rogers) and seconded (Sweeney) to approve the Minutes of the May 22, 2018 meeting. (Motion carried) (Absent: Azevedo, Farr) (Abstain: Estabrook, Waterson)

**4. OLD BUSINESS**

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

After review, it was moved (Rogers) and seconded (Sweeney) to approve the amendments to the Commission Rules and Regulations and Pasadena Municipal Code 2.48. (Motion unanimously carried) (Absent: Azevedo, Farr)

**5. NEW BUSINESS**

▪ **ESTABLISH ADHOC COMMITTEE TO STUDY AND EXAMINE ACCESSIBILITY BEST PRACTICES FOR PROTECTED BIKE LANES**

Item was tabled due to Commissioner Azevedo's absence.

▪ **ELECTION OF COMMISSION OFFICERS FOR FY 18/19**

After review, it was moved (Estabrook) and seconded (Chen Stammer) to elect Vice Chair Sweeney to the position of Chair and Commissioner Estabrook to the position of Vice Chair. (Motion unanimously carried) (Absent: Azevedo, Farr)

- **REVIEW AND APPROVAL OF COMMISSION ATTENDANCE FOR FY 17/18**  
After review, it was moved (Sweeney) and seconded (Chen Stammer) to approve the FY 17/18 Commission Attendance report, with the addition of the June 11, 2018 meeting attendance and correction of Commissioner Chen Stammer's unexcused absence on March 27, 2018 to excused. (Motion unanimously carried) (Absent: Azevedo, Farr)
- **REVIEW YEAR END REPORT OF ACCOMPLISHMENTS FOR FY 17/18**  
The Commission discussed and reviewed their accomplishments. Staff will update the draft for review and approval at the July meeting.
- **DISCUSS COMMISSION WORK PLAN FOR FY 18/19**  
The Commission discussed their Work Plan for FY18/19. Commissioner Sweeney will prepare a draft for review and approval at the July meeting.

## 6. REPORTS, COMMENTS, UPDATES

- **STAFF UPDATES**  
Staff (Everett) provided an update regarding the assistive technology available in the upgraded Villa-Parke computer lab.
- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**  
Chair Lambrinos provided an update regarding the upcoming 4<sup>th</sup> of July Parade for the Historic Highlands Neighborhood Association.

## 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Civitan Presentation
- City of Pasadena Emergency Preparedness Information (August meeting)
- Community Forum

## 8. ADJOURNMENT

It was moved (Waterson) and seconded (Estabrook) to adjourn the special meeting. (Motion unanimously carried) (Absent: Azevedo, Farr) The meeting was adjourned at 8:00 P.M.

  
Araceli López Mellem, Recording Secretary  
Human Services & Recreation Department

# **4.**

## **Old Business**

**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:**

<b>1.</b>	<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"><li>• Host up to four (4) events exploring the experience and culture of disability;</li><li>• Identify and develop new and current partnerships for hosting and sponsoring disability-related events;</li><li>• Promote greater disability awareness and collaboration among Pasadena’s diverse disability communities (i.e., physical, sensory, acquired, developmental, mental, aging, etc.); and</li><li>• Develop a three-year planning document identifying ongoing opportunities that promote and celebrate disability culture.</li></ul> <p><b>STATUS: Completed.</b> 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"><li>• 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.</li><li>• A partnership was pursued with Vroman’s Bookstore to host a book reading with a Southern California author in March 2018. This event had to be cancelled due to the author’s illness.</li></ul>
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**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION**  
**WORK PLAN: 7/1/17 - 6/30/18**  
**Year End Report of Accomplishments June 30, 2018**

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• The Commission researched potential grants that promote disability awareness and culture.</li> </ul>
<p><b>2.</b></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"> <li>• By May 2018, host two community forums on issues (i.e. transportation) pertinent to the disability community.</li> <li>• By May 2018, develop mentorship opportunities that promote participation in public policy decision-making, leadership, and civic opportunities for persons with disabilities.</li> </ul> <p><b>STATUS: <i>Completed.</i></b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• The Commission in its effort to increase awareness and visibility participated in the 36th Annual Black History Parade &amp; Festival by entering a car in the parade and having a table to disseminate Commission materials.</li> <li>• 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.</li> <li>• Commission members participated in several community meetings to provide input and bring awareness to the needs of the disability community in Pasadena.</li> <li>• The Commission is in the process of planning a community forum on disability issues to take place during FY 2019.</li> </ul>
<p><b>3.</b></p>	

To inform and educate persons with disabilities on the various transportation services available in Pasadena.

During FY 17/18 the Commission will:

- 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.

**STATUS: In Progress, work to continue as part of FY 18/19 Work Plan.** 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.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION  
WORK PLAN: 7/1/18 - 6/30/19**

**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 awareness and visibility of the Accessibility &amp; Disability Commission, gather information about concerns of persons with disabilities in Pasadena, promote leadership and citizenship opportunities for persons with disabilities, and build working partnerships with local government, businesses and nonprofit organizations.</p> <p>During FY 18/19 the Commission will:</p> <p style="padding-left: 20px;">By May 2019, host two community forums on issues pertinent to the disability community.</p> <p style="padding-left: 20px;">By May 2019, develop mentorship opportunities that promote participation in public policy decision-making, leadership, and civic opportunities for persons with disabilities.</p> <p style="padding-left: 20px;">By May 2019, build an A&amp;D Network to enhance communications and promote Commission meetings and outreach events.</p> <p style="padding-left: 20px;"><i>Makes &amp; Shakers Award:</i> By May 2019, acknowledge an individual and organization who has made the City of Pasadena a more inclusive and accessible community.</p>
2.	<p>To promote disability awareness, history, and culture in partnerships with local business, academic, nonprofit, and civic organizations.</p> <p>During FY 18/19 the Commission will:</p> <p style="padding-left: 20px;">By May 2019, host Book/Poetry Reading</p>

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION  
WORK PLAN: 7/1/18 - 6/30/19**

	<p>By May 2019, explore opportunity to include a disability-related art project for Arts Night Pasadena</p> <p>By May 2019, build local partnerships in support of a public reading of <i>On the ADA on the Road to the ADA</i> to mark the 28<sup>th</sup> Anniversary of the ADA (July 26, 2019)</p> <p>By May 2019, partner, promote and support <i>Opulent Mobility 2019</i>, a fine art exhibition exploring the experience and culture of disability.</p> <p>By May 2019, maintain <i>iBook Club</i> partnership with the Pasadena Public Library to promote literacy development and socialization opportunities for persons with complex communication profiles.</p> <p>By May 2019, promote and support the annual Pasadena Adaptive Art Exhibition.</p>
<p><b>3.</b></p>	<p>To inform and educate persons with disabilities on the various transportation services available in Pasadena.</p> <p>During FY 18/19 the Commission will:</p> <p>By May 2019, examine the various transportation services available in Pasadena for persons with disabilities and make recommendations based on findings.</p> <p>By May 2019, develop a transportation resource guide for persons with disabilities.</p>
<p><b>4.</b></p>	<p>To promote and support Emergency Preparedness for persons with disabilities, their families and neighborhoods.</p> <p>During FY 18/19 the Commission will:</p> <p>By May 2019, research current Pasadena Emergency Preparedness plans and contingencies addressing the unique needs of persons with disabilities and present findings and recommendations to the Commission.</p>
<p><b>5.</b></p>	<p>To share current Assistive Technology updates and trends with community and persons with disabilities.</p> <p>During FY 18/19 the Commission will:</p> <p>By May 2019, research current AT updates and trends.</p> <p>By May 2019, share updates via social media and Commission network.</p> <p>By May 2019, collaborate with the Pasadena Senior Center to provide an Assistive Technology Workshop for Seniors.</p>