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**AGENDA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
TUESDAY, SEPTEMBER 24, 2019**

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
Andrea Jennings, District 7
Mark Waterson, At Large

STAFF

Ali Everett, Accessibility Issues Coordinator
Tamer Sabha, 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.

Habr  servicio de interpretaci n disponible para  stas juntas llamando (626) 744-7333 al por lo menos con 24 horas de anticipaci n.

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
TUESDAY, SEPTEMBER 24, 2019
5:30 PM
JACKIE ROBINSON COMMUNITY CENTER
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103

1. **CALL TO ORDER; WELCOME; ROLL CALL**
2. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
Please limit comments to 3 minutes per speaker.
3. **REVIEW AND APPROVAL OF MINUTES, AUGUST 27, 2019***
4. **NEW BUSINESS**
 - INFORMATION ITEM**
 - **ANNUAL ADA SIDEWALK IMPROVEMENT PROGRAM UPDATE – SEAN SINGLETARY (PRINCIPAL ENGINEER, PASADENA PUBLIC WORKS)**
 - **REVIEW AND DISCUSS COMMISSION PURPOSE AND FUNCTIONS**
 - ACTION ITEM**
 - **DISCUSS CANCELLATION OF THE NOVEMBER 26 AND DECEMBER 24 REGULAR MEETINGS**
5. **OLD BUSINESS**
 - ACTION ITEM**
 - **FY 2019-2020 WORK PLAN UPDATES AND DISCUSSION***
6. **COMMENTS AND UPDATES**
 - INFORMATION ITEMS**
 - **STAFF COMMENTS**
 - **REVIEW THE PROCESS FOR PRESENTING A RECOMMENDATION TO THE CITY COUNCIL**
 - **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, the Bulletin Board in the rotunda area of City Hall, Jackie Robinson Community Center,, and a copy was distributed to the Central Library for posting on this 19th day of September 2019, 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.



Tamer Sabha, 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.

DRAFT MINUTES



**CITY OF PASADENA
ACCESSIBILITY AND DISABILITY COMMISSION
REGULAR MEETING
TUESDAY, AUGUST 27, 2019
5:30 PM
1020 NORTH FAIR OAKS AVENUE
PASADENA, CA 91103**

COMMISSIONERS PRESENT: David Azevedo (6:29 PM departure), Cy Estabrook, Andrea Jennings, Sharon Rogers, Martin Sweeney, Michael Warner II

COMMISSIONERS ABSENT: James Farr (excused), Jorge Lambrinos, Mark Waterson (excused)

STAFF PRESENT: Ali Everett, Tamer Sabha

1. CALL TO ORDER; WELCOME; ROLL CALL

Chair Sweeney called the meeting to order at 5:31 P.M. Staff (Sabha) 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, JULY 23, 2019

After review, it was moved (Azevedo) and seconded (Estabrook) to approve the Minutes of the July 23, 2019, meeting. (Motion unanimously carried)

4. OLD BUSINESS

▪ **APPROVE COMMISSION WORK PLAN FOR FY 2019-2020***

After discussion, it was moved (Azevedo) and seconded (Rogers) to approve the Work Plan for FY 2019-2020 as submitted. (Motion unanimously carried)

5. NEW BUSINESS

▪ **INFORMATION ABOUT THE 2020 U.S. CENSUS – RASOUL FADAVI (PARTNERSHIP SPECIALIST, U.S. CENSUS BUREAU)**

Rasoul Fadavi (Partnership Specialist, U.S. Census) shared information with the Commission about the 2020 U.S. Census. Staff (Everett) invited the Commission to identify a representative to serve on the Pasadena Complete Count Committee. Questions and discussion followed.

▪ **FY 2019-2020 WORK PLAN UPDATE**

Objective #1 – Outreach

Chair Sweeney reported that Commissioner Farr created a draft of the outreach/tabling calendar. The Chair encouraged the Commission to share information about any future outreach events.

Chair Sweeney and Commissioner Jennings tabled at Assemblymember Holden's Annual Block Party and Resource Fair on Saturday, August 3.

The Commission discussed recommending an annual award acknowledging individuals and an organizations that have made the City of Pasadena a more inclusive and accessible community. Chair Sweeney suggested an award named after Judy Heumann, civil rights advocate for people with disabilities.

Staff (Everett) reported that Matthew Feaster (Epidemiologist, Pasadena Public Health) will present at the October Commission meeting regarding conducting a demographic survey of people with disabilities in Pasadena.

Objective #2 – Disability Culture

Chair Sweeney created the ADA 30th Anniversary ad hoc committee and appointed himself as well as Commissioners Estabrook and Warner II to serve on it.

Objective #4 – Housing

Commissioner Azevedo reported on information he learned in researching housing in Pasadena as it relates to people with disabilities, and requested an informational presentation from the Housing Department about how the City's housing programs and policies address the needs of residents with disabilities.

Objective #5 – Public Safety

Commissioners Rogers and Waterson attended the Access and Functional Needs Work Group meeting on July 24, 2019, focused on personal and business preparedness.

Chair Sweeney asked Staff (Everett) and Commissioner Rogers for assistance in creating a strategy to initiate a conversation with the Pasadena Police Department about training officers on interacting with people who have complex communication profiles.

Objective #7 – Adaptive & Inclusive Recreation

Staff (Everett) informed the Commission that there will be a Pasadena Adaptive Sports Festival outreach meeting on Tuesday, September 10, at 6:30pm at Victory Park.

6. COMMENTS AND UPDATES

▪ STAFF COMMENTS

Staff (Everett) made the following comments:

- Commissioner requests for Rose Parade accessible seating are due by Saturday, August 31;
- The next Access & Functional Needs Work Group Meeting will be at 10:00am on Thursday, October 3, at Robinson Park Recreation Center; and
- Interested Commissioners are invited to assist with evaluating the Medication Point of Distribution (MPOD) Emergency Exercise on Wednesday, October 16 from 2:00 PM-4:00 PM at Robinson Park Recreation Center.

▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Vice-Chair Estabrook commented on his excitement for the upcoming Adaptive Sports Festival.

Commissioner Rogers informed the Commission that sixteen attendees were present at the last iBookClub meeting, of which five were new participants with complex communication profiles. The next meeting of the iBookClub will be on Tuesday, September 3, with a focus on Fiction.

Commissioner Jennings commented on attending Assemblymember Holden's Annual Block Party and Resource Fair on Saturday, August 3, and is happy to be a member of the Accessibility & Disability Commission.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

- Establish ad hoc committee for Public Rights-of-Way work plan objective

8. ADJOURNMENT

It was moved (Rogers) and seconded (Jennings) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:10 PM.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

MISSION (as stated in Charter/Ordinance):

The purpose of the commission is to advise the council on accessibility
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.
4. Assist the accessibility and disability issues coordinator to carry out assigned programs and responsibilities.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

OBJECTIVES:

1.	<p>OUTREACH</p> <p>Objective: To increase awareness and visibility of the Accessibility & 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 business, academic, nonprofit, and civic organizations.</p> <hr/> <p>During FY 2019-2020 the Commission will:</p> <ol style="list-style-type: none">1. Develop a communication strategy to enhance community input and promote Commission meetings and disability related events.2. Compile an annual calendar of disability and community related events for the purpose of targeting opportunities to promote the Commission and its purpose.3. Consult and cooperate with other commissions and public agencies, including disability organizations, to support and promote issues relevant to the disability community.4. Recommend an annual award acknowledging an individual and an organization that have made the City of Pasadena a more inclusive and accessible community.5. Study, examine, and recommend conducting a demographic survey of the disability community in Pasadena. <hr/> <p>Work Plan Updates:</p> <ul style="list-style-type: none">• July 2019: Chair Sweeney appointed Commissioners Lambrinos (lead), Farr, Jennings, and Sweeney to the Communications Strategy ad hoc committee.• August 2019:<ul style="list-style-type: none">- The Commission tabled at Assemblymember Holden’s Annual Block Party and Resource Fair on Saturday, August 3.- Commissioner Farr created a draft of the outreach/tabling calendar.
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**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

2. DISABILITY CULTURE

Objective: To promote disability awareness, history, and culture in partnerships with local business, academic, nonprofit, and civic organizations.

During FY 2019-2020 the Commission will:

1. Study, examine, and recommend activities and events that commemorate and celebrate the 30th Anniversary of the Americans with Disabilities Act (July 26, 2020).
 2. Consult and cooperate with other public agencies and commissions to host book/poetry readings highlighting cultural and personal experiences of disability.
 3. Consult and cooperate with other public agencies and commissions in support of the *iBook Club of Pasadena* and its objective to promote literacy development and socialization for persons with complex communication profiles.
-

Work Plan Updates:

- July, 2019: Chair Sweeney appointed Commissioners Sweeney (lead), Jennings, Rogers, and Warner II to the Disability Culture ad hoc committee.
- August, 2019: Chair Sweeney created the 30th Anniversary of the ADA ad hoc committee and appointed himself, Commissioners Estabrook and Warner II to serve on it.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

3. TRANSPORTATION

Objective: Monitor and advise the City Council on issues of transportation accessibility and para-transit, and inform persons with disabilities on the various transportation services available in Pasadena.

During FY 2019-2020 the Commission will:

1. Study, examine, and provide recommendations regarding accessibility considerations for the Union Street Protected Bike Lane project.
-

Work Plan Updates:

- July, 2019: Chair Sweeney appointed Commissioners Estabrook (lead), Azevedo, and Warner II to the Transportation ad hoc committee.
- August, 2019: No update.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

4. HOUSING

Objective: To gather information about housing concerns of persons with disabilities in Pasadena, as our city and region face an unprecedented housing affordability crisis.

During FY 2019-2020 the Commission will:

1. Study and examine policies, procedures, programs, or legislation with housing experts (e.g. commission presentations and requests for information), both from Pasadena city staff and elsewhere, as it relates to people with disabilities and their families.
 2. Study, examine, and recommend policies, procedures, programs, or legislation regarding key housing concerns of persons with disabilities and their families.
-

Work Plan Updates:

- July, 2019: Chair Sweeney appointed Commissioners Azevedo (lead), Farr, Jennings, and Lambrinos to the Housing ad hoc committee.
- August, 2019: Commissioner Azevedo reported on information he learned in researching housing in Pasadena as it relates to people with disabilities, and requested an informational presentation from the Housing Department about how the City's housing programs and policies address the needs of residents with disabilities.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

5. PUBLIC SAFETY

Objective: To promote and support emergency preparedness for persons with disabilities, their families and neighborhoods.

During FY 2019-2020 the Commission will:

1. Consult and cooperate with other public agencies and commissions, specifically the quarterly meetings of the Pasadena Access and Functional Needs Work Group, regarding the unique emergency response needs of persons with disabilities and their families.
 2. Consult and cooperate with other public agencies and commissions regarding disability awareness and communication strategies available when interacting with persons who have complex communication profiles.
-

Work Plan Updates:

- July, 2019: No update.
- August 2019: Commissioners Rogers and Waterson attended the Access and Functional Needs Work Group meeting on July 24, 2019, focused on personal and business preparedness.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

6. PUBLIC RIGHTS-OF-WAY

Objective: To promote accessibility in the public right-of-way.

During FY 2019-2020 the Commission will:

1. Study, examine, and recommend policies and procedures that establish a communication strategy to inform the public of sidewalk and intersection closures.
 2. Study, examine, and recommend policies and procedures regarding Capital Improvement Projects affecting accessibility in the public right-of-way.
-

Work Plan Updates:

- July, 2019: No update.
- August, 2019: No update.

**CITY OF PASADENA ACCESSIBILITY AND DISABILITY COMMISSION
WORK PLAN: 7/1/19 – 6/30/20**

7. ADAPTIVE & INCLUSIVE RECREATION

Objective: To promote health and recreational opportunities for persons with disabilities and their families.

During FY 2019-2020 the Commission will:

1. Study, examine, and recommend policies and strategies that provide recreational activities in Pasadena that benefit the disability community and help promote inclusion.
 2. Assist with promotion of the Pasadena Adaptive Sports Festival taking place on Saturday, November 9, 2019.
-

Work Plan Updates:

- July, 2019: Chair Sweeney appointed Commissioners Estabrook (lead) and Jennings to the Adaptive & Inclusive Recreation ad hoc committee.
- August, 2019: No update.

**Accessibility and Disability Commission
Work flowchart**

Figure 1 – staff work product: reports on matters for which input of the Accessibility and Disability Commission is sought prior to submission to City Council/Council committees and other bodies.

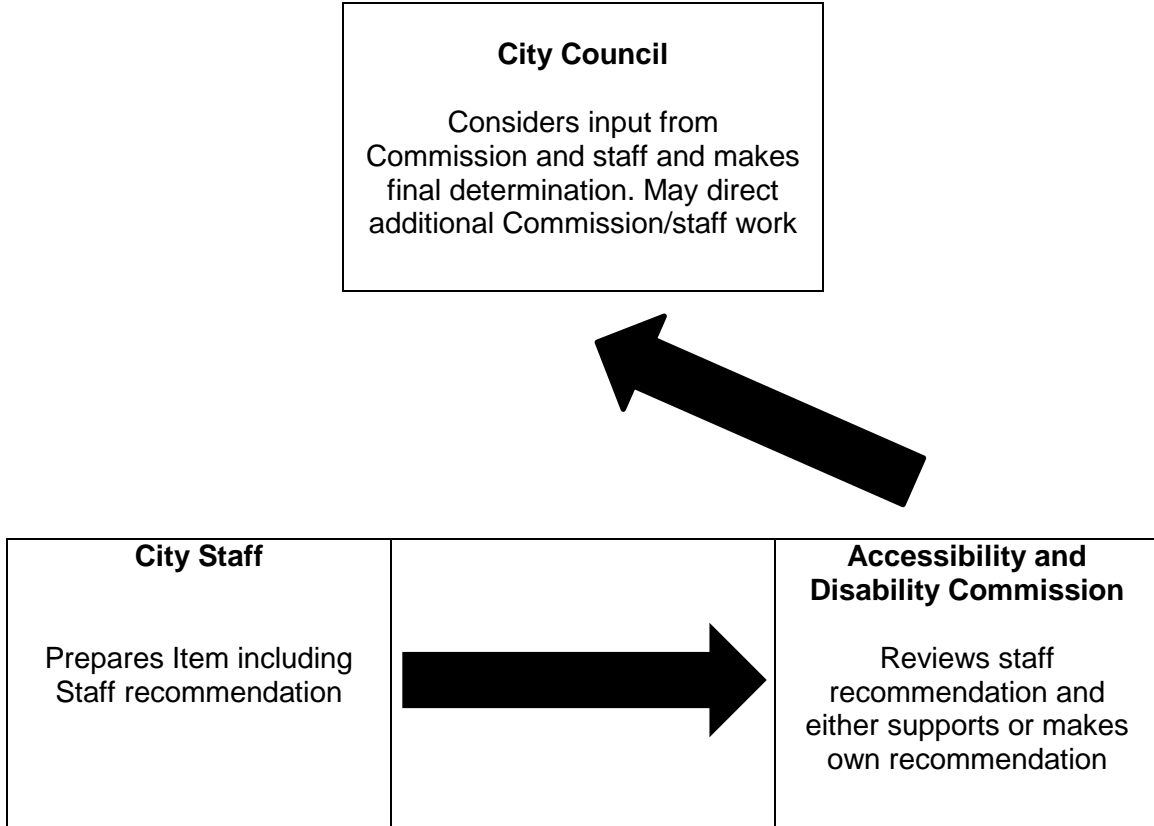


Figure 2 – Commission work product: items created by the Commission reflecting solely the Commission’s position.

