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**AGENDA**  
**ACCESSIBILITY AND DISABILITY COMMISSION**  
**REGULAR MEETING**  
**TUESDAY, OCTOBER 22, 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, OCTOBER 22, 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, SEPTEMBER 24, 2019\***
4. **NEW BUSINESS**  
**INFORMATION ITEMS**
  - **INFORMATIONAL PRESENTATION ABOUT THE PROPOSED PASADENA PLAYHOUSE DISTRICT POCKET PARK – HAYDEN MELBOURN (PRINCIPAL ENGINEER, PASADENA PUBLIC WORKS)**
  - **PRESENTATION AND DISCUSSION REGARDING PASADENA DISABILITY DATA – MATTHEW FEASTER (EPIDEMIOLOGIST, PASADENA PUBLIC HEALTH)**
5. **OLD BUSINESS**  
**ACTION ITEM**
  - **FY 2019-2020 WORK PLAN UPDATES AND DISCUSSION\***
6. **COMMENTS AND UPDATES**  
**INFORMATION ITEMS**
  - **STAFF COMMENTS**
  - **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 18<sup>th</sup> day of October 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

**DISTRIBUTION:**

Accessibility & Disability Commission	City Clerk	La Opinion	Pasadena NOW
City Council	Central Library	Los Angeles Times	Pasadena Star News
City Manager	Public Information Officer	Pasadena Journal	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.

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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.

**\*DRAFT MINUTES\***



**CITY OF PASADENA  
ACCESSIBILITY AND DISABILITY COMMISSION  
REGULAR MEETING  
TUESDAY, SEPTEMBER 24, 2019  
5:30 PM  
1020 NORTH FAIR OAKS AVENUE  
PASADENA, CA 91103**

**COMMISSIONERS PRESENT:** David Azevedo (7:38 PM departure), Cy Estabrook, James Farr, Andrea Jennings, Jorge Lambrinos, Sharon Rogers, Martin Sweeney, Michael Warner II, Mark Waterson

**COMMISSIONERS ABSENT:** None

**STAFF PRESENT:** Ali Everett, Tamer Sabha

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

Chair Sweeney called the meeting to order at 5:32 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, AUGUST 27, 2019**

After discussion, it was moved (Estabrook) and seconded (Rogers) to approve the Minutes of the August 27, 2019 meeting. (Motion carried) (Abstain: Farr, Lambrinos, Waterson)

**4. NEW BUSINESS**

▪ **ANNUAL ADA SIDEWALK IMPROVEMENT PROGRAM UPDATE – SEAN SINGLETARY (PRINCIPAL ENGINEER, PASADENA PUBLIC WORKS)**

Sean Singletary (Principal Engineer, Pasadena Public Works) presented the annual program update on the ADA Sidewalk Improvement Program. Questions and discussion followed.

▪ **REVIEW AND DISCUSS COMMISSION PURPOSE AND FUNCTIONS**

The Commission discussed how they function as an advisory body to the City Council and how Commissioners communicate effectively with their Councilmember and Field Representatives. Staff (Everett) provided information about the process for presenting a recommendation to the City Council.

▪ **DISCUSS CANCELLATION OF THE NOVEMBER 26 AND DECEMBER 24 REGULAR MEETINGS**

After discussion, it was moved (Waterson) and seconded (Estabrook) to cancel the December 24 regular meeting. (Motion unanimously carried)

After discussion, it was moved (Waterson) and seconded (Rogers) to cancel the November 26 regular meeting and hold a special meeting on Wednesday, November 20 at 5:30pm at the Jackie Robinson Community Center. (Motion unanimously carried)

## 5. OLD BUSINESS

### ▪ **FY 2019-2020 WORK PLAN UPDATES AND DISCUSSION\***

The ad hoc committee members provided updates to the commission work plan for FY 2019-2020. No formal action was taken.

## 6. COMMENTS AND UPDATES

### ▪ **STAFF COMMENTS**

Staff (Everett) made the following comments:

- At the next Access and Functional Needs Work Group meeting on Thursday, October 3 at Robinson Park Recreation Center, Health Department staff will present the plan for Medical Points of Dispensing (MPOD) and attendees will have the opportunity to provide feedback. There will be a subsequent MPOD exercise on Wednesday, October 16, that Commissioners may attend.
- Mayor Tornek will issue a proclamation recognizing the month of October as National Disability Employment Awareness Month at the City Council meeting on Monday, October 7;
- The City will be offering a free business accessibility workshop on Tuesday, November 12. Additional details to follow.
- In response to the new rule restricting animals in certain City facilities, Staff (Everett) has conducted multiple trainings to educate staff about service animals.

### ▪ **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**

Commissioner Azevedo commented and distributed a flyer for the Pasadena Complete Street Coalition "Walktober: A Celebration of Walking in Pasadena".

Commissioner Lambrinos made the following comments:

- The City Council declaring the month of October as National Disability Employment Awareness Month at the City Council meeting on Monday, October 7, and recommended that members of the Commission attend the meeting; and
- Informed the Commission about a National Disability Employment Awareness Month event on Wednesday, October 30, at La Casita, that is organized by Pasadena Civitan and will honor local employers of people with disabilities.

Commissioner Jennings made the following comments:

- The 4<sup>th</sup> annual LA Disability Pride Parade will take place on Sunday, October 6 at the East LA Civic Center; and
- The film "One Little Finger" recently premiered at the Cannes Film Festival and she was honored to sing on the film soundtrack.

## 7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

None.

## 8. ADJOURNMENT

It was moved (Lambrinos) and seconded (Estabrook) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:43 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:**

<b>1.</b>	<p><b>OUTREACH</b></p> <p>Objective: 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 business, academic, nonprofit, and civic organizations.</p> <hr/> <p>During FY 2019-2020 the Commission will:</p> <ol style="list-style-type: none"><li>1. Develop a communication strategy to enhance community input and promote Commission meetings and disability related events.</li><li>2. Compile an annual calendar of disability and community related events for the purpose of targeting opportunities to promote the Commission and its purpose.</li><li>3. Consult and cooperate with other commissions and public agencies, including disability organizations, to support and promote issues relevant to the disability community.</li><li>4. Recommend an annual award acknowledging an individual and an organization that have made the City of Pasadena a more inclusive and accessible community.</li><li>5. Study, examine, and recommend conducting a demographic survey of the disability community in Pasadena.</li></ol> <hr/> <p><b>Work Plan Updates:</b></p> <ul style="list-style-type: none"><li>• July 2019: Chair Sweeney appointed Commissioners Lambrinos (lead), Farr, Jennings, and Sweeney to the Communications Strategy ad hoc committee.</li><li>• August 2019:<ul style="list-style-type: none"><li>- The Commission tabled at Assemblymember Holden’s Annual Block Party and Resource Fair on Saturday, August 3.</li><li>- Commissioner Farr created a draft of the outreach/tabling calendar.</li></ul></li><li>• September 2019: Staff (Everett) confirmed that Matthew Feaster (Pasadena Public Health) will present at the October Commission meeting regarding existing Pasadena disability data and discuss what additional information the Commission is interested in collecting.</li></ul>
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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.

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During FY 2019-2020 the Commission will:

1. Study, examine, and recommend activities and events that commemorate and celebrate the 30<sup>th</sup> 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.
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**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 30<sup>th</sup> Anniversary of the ADA ad hoc committee and appointed himself, Commissioners Estabrook and Warner II to serve on it.
- September 2019:
  - Chair Sweeney shared a short video clip of “One Day: On the Road to the ADA” (documentary theatre piece) and his idea to support a lead partner to conduct the theatre piece in Pasadena a part of the ADA 30<sup>th</sup> Anniversary celebrations in 2020.
  - Commissioner Rogers reported that the iBookClub is growing in popularity, but participation will be limited to 15 due to room capacity and to ensure that all participants have a meaningful experience.



**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.

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During FY 2019-2020 the Commission will:

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

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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.
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**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.
- September 2019: Staff (Everett) informed the Commission that staff from the Housing Department should be able to present at the November special meeting or January regular meeting.

**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.

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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.
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**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.
- September 2019: Commissioner Rogers will attend the Community Emergency Response Team (CERT) training in District 4 on Saturday, October 5, and report back to the Commission regarding her experience.

**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.

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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.
- September 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.

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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.
- September 2019: Vice-Chair Estabrook attended an organizing committee meeting for the Adaptive Sports Festival on Tuesday, September 10.

