



**Special Meeting
Accessibility and Disability Commission
Tuesday, November 30, 2021
5:30 P.M.**

Members

James Farr, Chair, District 3
Andrea Jennings, Vice-Chair, District 7
Cy Estabrook, Mayor
Danielle Friberg, District 1
Casey Jagusch, District 2
Sharon Rogers, District 4
Michael Warner II, District 5
Martin Sweeney, District 6
Mark Waterson, At Large

Staff

Ali Everett, Accessibility Coordinator
Tamer Sabha, Recording Secretary

Meeting Information

Accessibility and Disability Commission regular meetings are held on the 4th Tuesday of each month.

Agendas and related documents are available for public review on the City website at: www.cityofpasadena.net/commissions/accessibility-and-disability-commission

To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact the Parks, Recreation, and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net. Providing at least 72-hour advance notice will help ensure availability.

Language translation services may also be requested with 72-hour advance notice by at (626) 744-7295 or tsabha@cityofpasadena.net. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7295.

Public Participation

The following meeting will take place solely by teleconference/videoconference.

Members of the public may participate electronically in the open session portion of the meeting.

Access to the meeting is as follows: <https://us02web.zoom.us/j/82493519785>

Video Conference:

OR

Phone: 1 (669) 900-6833 – Webinar ID: 824 9351 9785

Public Comment Instructions

If you wish to provide comments, you may do so as follows:

1. Advance correspondence, to become part of the record:

Members of the public may submit correspondence of any length prior to the start of the meeting, at the following email address: tsabha@cityofpasadena.net. These comments will be provided to the members of the body if received by 5:30 p.m. on the day of the meeting, and will become part of the meeting record. They will not be read aloud. Correspondence received after that time will be provided to members of the body later.

2. Live public comments during the meeting:

During the meeting, members of the public may provide live public comment on an agenda item, at the time the Chair solicits public comment, by either (a) if using the Zoom program, selecting the “raise hand” function; or (b) if participating by telephone, pressing *9 to raise your hand. Public comments are limited to 3 minutes each, and the Chair or the Commission may limit this time if reasonable under the circumstances.

Your phone call to the Commission meeting will be recorded as part of the Commission meeting. By staying on the line and making public comment during the Commission meeting, you are agreeing to have your phone call recorded.

Public comments will be limited to matters on this agenda.

If you need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act because you are unable to participate electronically as set forth above, please contact the Parks, Recreation and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net.



Agenda
Special Meeting
Accessibility and Disability Commission
Tuesday, November 30, 2021
5:30 P.M.

1. **Call to order**
2. **Public comments for items on the agenda**
3. **Roll call**
4. **Approval of minutes**
 - October 26, 2021*
5. **New business**
 - None
6. **Old business**
 - **Action item**
 - Commission work plan updates and discussion*
7. **Reports/comments from the Chair**
8. **Comments from Commissioners**
9. **Staff comments**
10. **Upcoming meeting agenda items**
11. **Adjournment**

*Attachments

Note to Public: Public comment is limited to items on this special meeting agenda and will be heard at the time the item is considered.

Posting statement: I hereby certify that this Agenda, in its entirety was posted on the City Council Chamber Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 24th day of November 2021, by 5:30 p.m. The agenda may be viewed at the City's website at www.cityofpasadena.net/commissions/accessibility-and-disability-commission.



James Farr, Chair



Tamer Sabha, Recording Secretary



Draft Minutes

**Regular Meeting
Accessibility and Disability Commission
Tuesday, October 26, 2021
5:30 P.M.**

Commissioners Present: Cy Estabrook, James Farr (departed at 5:40 PM, rejoined at 6:17 PM), Danielle Friberg, Andrea Jennings, Sharon Rogers, Martin Sweeney, Michael Warner II, Mark Waterson (departed at 7:30 PM)

Commissioners Absent: Casey Jagusch (excused)

Staff Present: Ali Everett, Tamer Sabha

1. Call to order

Chair Farr called the meeting to order at 5:36 PM.

2. Roll call

Staff (Sabha) called the roll and a quorum was established for the Commission.

3. Public comments for items not on the agenda

None

4. Approval of minutes

After review, it was moved (Warner II) and seconded (Friberg) to approve the Minutes of the September 28, 2021 meeting. (Motion unanimously carried)

In Favor: Farr, Jennings, Estabrook, Friberg, Waterson, Rogers, Warner II, Sweeney

5. New business

- **Presentation on policies and procedures for providing accommodations to job applicants – Tiffany Jacobs-Quinn (Human Resources Manager, Human Resources Department)**

The Commission received a presentation from the Human Resources Department about policies and procedures for providing accommodations to job applicants. Questions from the Commission followed.

BREAK: At 6:33 PM the Commission took a break. The meeting resumed at 6:43 PM.

- **Discuss November and December 2021 Commission meeting dates**
After discussion, it was moved (Warner II) and seconded (Waterson) to cancel the Accessibility and Disability Commission regular meeting scheduled for Tuesday, November 23, 2021, and schedule a special meeting on Tuesday, November 30, 2021, at 5:30 PM. (Motion unanimously carried)

In Favor: Farr, Jennings, Estabrook, Friberg, Waterson, Rogers, Warner II

After discussion, it was moved (Warner II) and seconded (Rogers) to cancel the Accessibility and Disability Commission regular meeting scheduled for Tuesday, December 28, 2021. (Motion unanimously carried)

In Favor: Farr, Jennings, Estabrook, Friberg, Waterson, Rogers, Warner II, Sweeney

6. Old business

- **Commission work plan updates and discussion**
After discussion, it was moved (Sweeney) and seconded (Friberg) to approve the work plan updates as discussed. (Motion carried)

In Favor: Farr, Jennings, Estabrook, Friberg, Rogers, Warner II, Sweeney
Absent: Waterson

7. Reports/comments from the Chair

None

8. Comments from Commissioners

Vice-Chair Jennings commented about the importance of language and asked staff (Everett) about the use of the word “handicapped.” Staff (Everett) informed the Commission that the importance of language is included in staff disability awareness training and clarified that the City does not purchase parking or other signs with the word “handicapped.”

9. Staff comments

Staff (Everett) informed the Commission that the Rose Parade accessible viewing area request form will be available soon and the information about how to receive notification when it is available will be sent to the Access Network, an e-list serv maintained by staff for the purpose of distributing accessibility and disability related information to the public.

10. Upcoming meeting agenda items

None

11. Adjournment

It was moved (Warner II) and seconded (Sweeney) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 7:46 PM.

City of Pasadena Accessibility and Disability Commission Work Plan: 07/01/2021 – 06/30/2022

Mission:

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, 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; and
3. Consult and cooperate with other public agencies and commissions on matters relevant to the commission.

FY 2021-2022 Objectives:

Objective #1 – Outreach and Awareness

Objective #2 – Robert Gorski Access Award

Objective #3 – Transportation and Public Rights-of-Way

Objective #4 – Housing

Objective #5 – Public Safety

Objective #6 – Adaptive and Inclusive Recreation

Objective #7 – Employment

Objective #1 – Outreach and Awareness

To increase awareness, visibility, and inclusion of the Accessibility and Disability Commission and the disability community, including reflecting the intersectionality of disability community

Commissioners: Sweeney (lead), Friberg, Rogers, Waterson

Action Items:

- Table at a minimum of two community events.
- Review the existing Accessibility and Disability Commission brochure and modify it as needed.
- Invite local disability and social justice organizations to provide informational presentations to the Commission about their services and the individuals they serve.
- Update the history of the Commission section on the Commission's webpage, which was last revised in 2015.
- Further develop and utilize the ACCESS Network to build and strengthen Pasadena's disability community.
- Identify collaboration opportunities with community partners to sustain and grow the iBookClub.
- Facilitate monthly iBookClub meetings in partnership with the Pasadena Public Library.
- Host one online event highlighting disability culture and identity.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Sweeney (lead), Friberg, Rogers, and Waterson to the Outreach and Awareness ad hoc committee.
- Commissioners Rogers, Warner II, and Friberg facilitated the monthly iBookClub meeting on the topic of American history and the Americans with Disability Act of 1990 on Monday, July 12. There were 12 members in attendance.
- The Outreach and Awareness ad hoc committee volunteered to table at the Adaptive Sports Festival on Saturday, November 20.

August 2021:

- Commissioner Rogers facilitated the monthly iBookClub meeting on the topic of poetry on Monday, August 9. There were 19 members in attendance.
- Commissioner Rogers provided information to Library staff about the iBook Club for inclusion in the Library's response to the California State Library 2021 Summer Library Program Participation Survey.

September 2021:

- Commissioner Sweeney shared the current status of action items for the Outreach and Awareness objective and asked Commissioners to contact an ad hoc committee member (Sweeney, Friberg, Rogers, Waterson) with suggestions of local disability and social justice organizations to present at future meetings.
- Commissioner Rogers shared that the iBookClub met virtually on Monday, September 13 and discussed the topic of science.

October 2021:

- The Outreach ad hoc committee will be tabling at the Adaptive Sports Festival on Saturday, November 20, with Commissioners Sweeney, Estabrook, Farr and Waterson participating.
- Commissioners Jennings and Rogers volunteered to review the history of the Commission on the Accessibility and Disability Commission webpage and to provide suggested updates.
- Commissioner Sweeney emailed staff (Everett) an accessible email format to use with the Access Network, an e-list serv maintained by staff for the purpose of distributing accessibility and disability related information to the public.
- Commissioner Rogers shared that the iBookClub met virtually on Monday, October 11, and discussed the topic of animals. Commissioner Rogers also spoke to Diane Walker (Hastings Branch Library) about how to describe the iBookClub and developed a draft of the bylaws that were sent to the Club leaders for review.

Status:

Objective #2 – Robert Gorski Access Award

Conduct and manage the nomination and selection process for the *Robert Gorski Access Award*. The *Robert Gorski Access Award* is presented to a Pasadena resident with a disability who has made a significant contribution toward improving accessibility and quality of life for people with disabilities and the City of Pasadena's disability community. The *Robert Gorski Access Award* will be presented annually by the Mayor and City Council at a City Council meeting in July and the awardee will be recognized at the Commission's July meeting.

Commissioners: Sweeney (lead), Estabrook

Action Items:

- Recognize the inaugural recipient of the *Robert Gorski Access Award* at the Commission's August 2021 meeting.
- Review and recommend any changes to the *Robert Gorski Access Award* criteria and nomination process for 2022.
- Select the honoree of the *Robert Gorski Access Award* for recognition in July 2022.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Sweeney (lead) and Estabrook to the Robert Gorski Access Award ad hoc committee.
- Commissioner Sweeney provided staff with information about the Robert Gorski Access Award to post on the Commission's webpage and to use in the City's press release about the award.

August 2021:

- Donna Pomerantz, the inaugural Robert Gorski Access Award recipient, was recognized at the City Council meeting on Monday, August 2, and the Commission meeting on Tuesday, August 24.

September 2021:

- Commissioner Sweeney shared that the ad hoc committee will resume focusing on this objective after the holiday season in January 2022, and recommended inviting Donna Pomerantz, the inaugural Robert Gorski Access Award recipient, to receive the award at the first in-person meeting.

October 2021:

- Commissioner Sweeney invited Donna Pomerantz, the inaugural Robert Gorski Access Award recipient, to attend and receive the award during opening ceremonies at the Adaptive Sports Festival on Saturday, November 20.

Status:

Objective #3 – Transportation and Public Rights-of-Way

Monitor and advise the City Council on accessibility considerations for transportation, paratransit, and public rights-of-way.

Commissioners: Estabrook, Farr, Jagusch, Jennings

Action Items:

- Study, examine, and provide recommendations regarding accessibility considerations for bike lanes, including the Union Street Protected Bike Lane project and the proposed protected bike lane for the North Lake Avenue Traffic and Pedestrian Safety Enhancement Plan.
- Explore a City-sponsored ride share program that provides discounted fares for trips within the City as a means to make all destinations within the City more accessible for people with disabilities who use public transit.
- Study, examine, and recommend policies and procedures that establish a communication strategy to inform the public of sidewalk and intersection closures.
- Provide input on accessibility improvements in the public right-of-way, including identifying priority locations for the installation of curb cuts.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Estabrook, Farr, Jagusch, and Jennings to the Transportation and Public Rights-of-Way ad hoc committee.
- Staff (Everett) shared that there will be an upcoming public meeting of the North Lake Avenue Traffic and Pedestrian Safety Enhancement Plan and will share the details once they are available.
- Staff (Everett) shared information about the Metro Micro on-demand rideshare program as it relates to the Commission's action item of exploring a City-sponsored ride share program.

August 2021:

- Commissioners Estabrook and Jagusch attended the City Council District 5 Walk & Talk with the Department of Transportation on Saturday, August 7. They spoke with Department of Transportation staff and other attendees about accessibility considerations for protected bike lanes and opportunities for collaboration on the topic.

- Chair Farr shared that he had a good experience using the Metro Micro on-demand rideshare program and encouraged other Commissioners and individuals with disabilities to try the service.

September 2021:

- Commissioners Jagusch and Estabrook attended the third North Lake Avenue Traffic and Pedestrian Safety Enhancement Plan community meeting on Tuesday, August 31, and reported that the Department of Transportation presented three options, two including protected bike lanes, and informed the meeting attendees that the option without the bike lane is the preferred option.
- Staff (Everett) informed Commissioners they may submit comments about the North Lake Avenue Traffic and Pedestrian Safety Enhancement Plan on the project website.

October 2021:

- The Transportation and Public Rights-of-Way ad hoc committee asked about the status of the North Lake Avenue Transportation and Safety Enhancement Plan. Staff (Everett) shared that comments are still being accepted and compiled from the August 21, 2021 meeting.

Status:

Objective #4 – Housing

To promote inclusive housing solutions for the disability community.

Commissioners: Jennings (lead), Warner II

Action Items:

- Research a possible recommendation to City Council about the quantity of accessible housing units available through the City of Pasadena housing programs.
- Select a representative to attend Draft Housing Element update public meetings on behalf of the Commission and report to the Commission about the content of the meetings as it relates to accessibility and disability.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Jennings (lead) and Warner II to the Housing ad hoc committee.
- The Commission unanimously voted to approve Commissioners Jennings and Warner II to serve as representatives and speak on behalf of the Commission at the Draft Housing Element meetings.

August 2021:

- The Commission received a presentation from the Housing Department about housing programs and services for individuals with disabilities.
- Chair Farr requested the Housing ad hoc committee draft a recommendation for discussion at the Commission's September meeting about the quantity of accessible housing units available through the City's housing programs.

September 2021:

- Vice-Chair Jennings shared that the Housing ad hoc committee is still conducting research on a possible recommendation about increasing the inventory of accessible housing in the city.

October 2021:

- No update provided.

Status:

Objective #5 – Public Safety

To promote and support the public safety of persons with disabilities, their families and neighborhoods.

Commissioners: Farr, Jennings

Action Items:

- Assist in facilitating positive interactions and community relations between the Police Department and the disabled community through means including, but not limited to: requesting a community meeting where the disabled community can interact with the Pasadena Police Department; developing a list of best practices for police interactions with people with disabilities that includes contributions from disability organizations; and providing information about the needs of disabled individuals to the Community Police Oversight Commission.
- Explore data about police categorical use of force toward people with disabilities.
- Select a representative to observe City Council Public Safety Committee meetings and report to the Commission about the content of the meetings as it relates to accessibility and disability.

Work Plan Updates:

July 2021:

- Chair Farr appointed himself and Vice-Chair Jennings to the Public Safety ad hoc committee.
- Chair Farr reported that he is observing the Community Police Oversight Commission training meetings and will report back to the Commission as it relates to accessibility and disability.

August 2021:

- Chair Farr observed four of the Community Police Oversight Commission training meetings and reported that the training included police procedures and policies about interacting with persons who have a disability.

September 2021:

- No update provided.

October 2021:

- No update provided.

Status:

Objective #6 – Adaptive and Inclusive Recreation

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

Commissioners: Estabrook, Waterson, Friberg

Action Items:

- Research and recommend information about accessibility features at City parks to add to the information posted on the City's website about the parks.
- Support and promote the annual Adaptive Sports Festival.
- Consult with other Commissions regarding recreation related objectives.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Estabrook, Friberg, and Waterson to the Adaptive and Inclusive Recreation ad hoc committee.

August 2021:

- Staff (Everett) reported that the Adaptive Sports Festival will occur on Saturday, November 20, and that the City is partnering with Triumph Foundation to conduct the event.
- Chair Farr requested the Adaptive and Inclusive Recreation ad hoc committee discuss with Commissioner Sweeney whether the Commission should request time be allotted during the Adaptive Sports Festival opening ceremonies to recognize Donna Pomerantz as the first Robert Gorski Access Award recipient.

September 2021:

- Commissioners Estabrook and Sweeney reported attending a site visit at the Lower Arroyo to review and provide comment on the City's plan to add accessible parking to the parking lot in the Lower Arroyo area adjacent to the casting pond.

October 2021:

- Staff (Everett) reported that the Adaptive Sports Festival currently has 400 registered participants and approximately 125 volunteers and staff, including Commissioner Estabrook who will be facilitating tennis.

Status:

Objective #7 – Employment

To promote the employment of people with disabilities in the Pasadena community.

Commissioners: Rogers, Estabrook, Jagusch

Action Items:

- Study and examine opportunities for and barriers to employment for people with disabilities in order to inform potential recommendations about increasing the employment of people with disabilities in the Pasadena community, including researching support and resources that employers may need.
- Research information about the City of Pasadena ROSE program outreach, application, and interview process and recommend opportunities to increase participation for young people with disabilities.
- Research information about the MASH program outreach, application, and interview process and make recommendations about how to decrease barriers to participation for people with disabilities.

Work Plan Updates:

July 2021:

- Chair Farr appointed Commissioners Rogers, Estabrook, and Jagusch to the Employment ad hoc committee.
- The Employment ad hoc committee met on Monday, July 26, to discuss possible questions for the ROSE and MASH presenters at the Commission's meeting on Tuesday, July 27.

August 2021:

- Commissioner Rogers reported that the City Council meeting on Monday, October 4 will celebrate National Disability Employment Awareness Month with a proclamation from the City Council and comments from Chair Farr and staff (Everett) about employment for persons with disabilities.
- Commissioner Estabrook contacted the Southern California Resources Services for Independent Living (SCRS-IL) and Commissioner Rogers contacted Jennifer Pringle (Assistant Principal of Special Education & Student Support Services, Pasadena High School) and the Frostig School to share information about the ROSE and MASH programs.
- The Employment ad hoc committee drafted a list of agencies in Pasadena that support individuals with disabilities who are seeking employment and presented it

to the Commission. The list will be further reviewed and discussed at the September meeting.

September 2021:

- The Employment ad hoc committee recommended that the Commission provide City staff a list of agencies in Pasadena that provide services to individuals with disabilities who are seeking employment, with the recommendation that the agencies are informed when City employment programs such as MASH and ROSE are accepting applications.

October 2021:

- The Commission received a presentation from the Human Resources Department on policies and procedures for providing accommodations for job applicants.
- Commissioner Rogers provided an update that Smart & Final, Home Depot, and Michaels were honored by Pasadena Civitan Club as local employers of persons with developmental disabilities at a reception on Thursday, October 14. The reception was attended by several City representatives, including Mayor Victor M. Gordo.
- Commissioner Rogers informed the Commission that Governor Newsom signed Senate bill 639 on Monday, September 27, ending an exception that allowed businesses with special licenses to pay people with disabilities subminimum wage for their work.

Status:

Accessibility and Disability Commission Presentation Calendar FY 2021-2022

To be scheduled:

- Presentation from the Ruch Burn Foundation about their mission and purpose
- Presentation on the accessibility of the City's website and digital communication

July 2021

- City of Pasadena MASH and ROSE employment program information

August 2021:

- Housing Department presentation on programs and services for people with disabilities
- Robert Gorski Access Award recognition

September 2021:

- Presentation about the City's Redistricting process

October 2021:

- Human Resources Department presentation on policies and procedures for providing accommodations to job applicants.

November 2021:

- No presentation scheduled

December 2021:

- TBD

January 2022:

- TBD

February 2022:

- TBD

March 2022:

- TBD

April 2022:

- TBD

May 2022:

- TBD

June 2022:

- Annual Meeting