



**Special Meeting
Accessibility and Disability Commission
Monday, November 14, 2022
5:30 P.M.**

Members

Andrea Jennings, Chair, District 7
Casey Jagusch, Vice-Chair, District 2
Cy Estabrook, Mayor
Andrea Totten, District 1
Patricia Herrera, District 4
Michael Warner II, District 5
Janie Lynn Heinrich, District 6
Mark Waterson, At Large
Vacant, District 3

Staff

Ali Everett, Accessibility Coordinator
Jane Whitmore, 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 jwhitmore@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 calling (626) 744-7295 or jwhitmore@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:

Video Conference: <https://us02web.zoom.us/j/89110349577>

OR

Phone: 1 (669) 900-6833 – Webinar ID: 89110349577

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: jwhitmore@cityofpasadena.net. Correspondence will be forwarded to the Accessibility and Disability Commission prior to the meeting if received at least 30 minutes before the start of the meeting. Any correspondence received later will be forwarded the next business day.

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.

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 jwhitmore@cityofpasadena.net.



Agenda
Special Meeting
Accessibility and Disability Commission
Monday, November 14, 2022
5:30 P.M.

1. **Call to order**
2. **Roll call**
3. **Public comments for items on the agenda**
4. **Approval of minutes**
 - October 25, 2022*
5. **New business**
 - None
6. **Old business**
Action items
 - 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

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 10th day of November 2022, by 5:30 P.M. The agenda may be viewed at the City's website at:
www.cityofpasadena.net/commissions/accessibility-and-disability-commission.



Andrea Jennings, Chair
Accessibility and Disability Commission



Jane Whitmore, Recording Secretary



Draft Minutes

Regular Meeting Accessibility and Disability Commission Tuesday, October 25, 2022 5:30 P.M.

Commissioners Present: Janie Lynn Heinrich, Patricia Herrera (joined at 5:40 P.M.), Casey Jagusch, Andrea Jennings, Michael Warner II, Mark Waterson

Commissioners Absent: Cy Estabrook (excused), Danielle Friberg (excused)

Staff Present: Ali Everett and Jane Whitmore

1. Call to order

Chair Jennings called the meeting to order at 5:35 P.M.

2. Roll call

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

3. Public comments for items not on the agenda

Name: Arin Wilhem

Subject matter: Provided information about Momentum Refresh, a new service of Momentum Agencies that provides accessible mobile restroom facilities.

4. Approval of minutes

After review, it was moved (Jagusch) and seconded (Warner II) to approve the minutes of the September 27, 2022, regular meeting. (Motion unanimously carried)

In Favor: Jennings, Jagusch, Warner II, Heinrich, Waterson

Absent: Estabrook, Friberg, Herrera

5. New business

- None

6. Old business

• Commission work plan updates and discussion

After discussion, it was moved (Waterson) and seconded (Herrera) to approve the Robert Gorski Access Award ad hoc committee's recommended changes to the award nomination criteria and timeline as presented in the agenda packet. (Motion unanimously carried)

In Favor: Jennings, Jagusch, Herrera, Warner II, Heinrich, Waterson

Absent: Estabrook, Friberg

After discussion, it was moved (Jennings) and seconded (Jagusch) to approve the Outreach and Awareness ad hoc committee drafting a letter to City Council recommending hybrid meetings for City Council and City Commissions in order to promote greater accessibility for people with disabilities. (Motion unanimously carried)

In Favor: Jennings, Jagusch, Herrera, Warner II, Heinrich, Waterson
Absent: Estabrook, Friberg

After discussion, it was moved (Waterson) and seconded (Jagusch) to approve the Accessibility and Disability Commission Work Plan updates for October 2022 as discussed. (Motion unanimously carried)

In Favor: Jennings, Jagusch, Herrera, Warner II, Heinrich, Waterson
Absent: Estabrook, Friberg

7. Reports/comments from the Chair

Chair Jennings commented on the importance of recognizing National Disability Employment Awareness Month.

8. Comments from Commissioners

None

9. Staff comments

Staff (Everett) made the following comments:

- At the meeting on October 24, the City Council voted to extend virtual meetings through November 21.
- Reminded the Commission that the next Commission meeting is a special meeting scheduled for Monday, November 14 at 5:30 P.M. and the regular November meeting will be cancelled.

10. Upcoming meeting agenda items

- Presentation regarding the Pasadena Citizen Service Center – Mandy Templeton (Citizen Service Center Manager, Public Works Department)

11. Adjournment

It was moved (Jagusch) and seconded (Heinrich) to adjourn the regular meeting. The meeting was adjourned at 6:55 P.M.

**City of Pasadena Accessibility and Disability Commission
Work Plan: 08/23/2022 – 06/27/2023**

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 2022-2023 Objectives:

Objective #1 – Outreach and Awareness

Objective #2 – Robert Gorski Access Award

Objective #3 – Transportation and Accessibility at City Facilities

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 the disability community.

Chair appointed Commissioners: Waterson (lead), Heinrich, Jennings

Action Items:

- Table at a minimum of two community events to increase awareness and visibility of the Accessibility and Disability Commission.
- Support the monthly iBookClub meetings in partnership with the Pasadena Public Library.
- Collaborate with other entities, including the Arts and Culture Commission, to promote the inclusion of people with disabilities in local art-based events and opportunities.
- Attend public outreach meetings hosted by the City of Pasadena to inform and educate about accessibility and disability related considerations and report to the Commission on accessibility and disability topics discussed at the meetings.
- Research and recommend a hybrid meeting policy to promote greater accessibility for people with disabilities at public meetings.
- Recommend the City support awareness and visibility of the disability community by honoring disability and health related awareness events through public displays, such as lighting City Hall in colors associated with the awareness event

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Commissioners Friberg, Waterson, Heinrich and herself to the Outreach and Awareness ad hoc committee.
- Commissioner Warner reported that the iBookClub met virtually on Monday, July 11 and they discussed the topic of summer activities with 12 participants in attendance. They also met virtually on Monday, August 8, and they discussed the topic of gardening with 16 participants in attendance.

September 2022:

- The ad hoc committee identified four community events during fiscal year 2023 where the Commission can table, including the Adaptive Sports Festival on Saturday, November 5. Details about the events will be provided to the Commission at its meeting in October.

October 2022:

- Commissioner Waterson provided an update about the commission table at the Adaptive Sports Festival on Saturday, November 5, and requested additional volunteers to staff the table from 1:00 – 3:00 P.M.
- Commissioner Waterson reported that the iBookClub met virtually on Monday, October 10 and they discussed the topic of travel. He also shared that former Commissioner Rogers wrote an article about the iBookClub titled “An Inclusion Book Club Supports Literacy and Communication” that was published by LeaderLive.
- Chair Jennings attended the City Council meeting on Monday, October 3, to receive the National Disability Employment Awareness Month proclamation. She spoke on behalf of the Commission about the importance of employment for persons with disabilities.
- The Commission discussed the importance of offering hybrid public meetings to encourage participation of all citizens, including the disability community. The commission voted to have the Outreach and Awareness ad hoc committee draft a letter to City Council in support of hybrid public meetings in order to promote greater accessibility at public meetings.

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 Mayor and City Council will present the *Robert Gorski Access Award* annually at a City Council meeting in July and the Commission will recognize the awardee at the Commission's July meeting.

Chair appointed Commissioners: Estabrook (lead), Jagusch

Action Items:

- Recognize the recipient of the 2022 Robert Gorski Access Award at the Commission's August 2022 meeting.
- Review and recommend any changes to the Robert Gorski Access Award criteria and nomination process for 2023 no later than the Commission's December meeting.
- Select the honoree of the Robert Gorski Access Award to be recognized in July 2023.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Commissioner Estabrook and Vice Chair Jagusch to the Robert Gorski Access Award ad hoc committee.
- The 2022 Robert Gorski Access Award recipient, Zebreda Dunham, was recognized by City Council at its meeting on Monday, August 8, and by the Accessibility and Disability Commission at its meeting on Tuesday, August 23.

September 2022:

- The ad hoc committee met on September 22 to discuss the nominating criteria for the selection of the recipient of the Robert Gorski Access award. The ad hoc committee will provide the information to the Commission at the October meeting for discussion and approval.

October 2022:

- The Commission approved the Robert Gorski Access Award ad hoc committee's recommended updates to the award nomination criteria and timeline.

Status:

Objective #3 - Transportation and Accessibility at City Facilities

Monitor and advise the City Council on accessibility considerations for transportation, paratransit, and City facilities.

Chair appointed Commissioners: Estabrook (lead), Jagusch, Jennings

Action Items:

- Attend public meetings to provide input on accessibility considerations for City projects involving new construction and facility alterations.
- Research the accessibility of public transit, paratransit and on-demand transportation drop-off and pick-up locations serving the Rose Bowl pedestrian loop.
- Study, examine, and recommend the City 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 ramps.
- Provide input on City's updated Transition Plan that is funded as part of the FY 2023 Capital Improvement Program (CIP) budget.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Commissioner Estabrook, Vice Chair Jagusch and herself to the Transportation and Accessibility at City Facilities ad hoc committee.
- Staff (Everett) reported in response to the Commission's recommendation, Metro Micro is providing service to Brookside Park which started on July 24, 2022.

September 2022:

- The ad hoc committee met on September 22 and discussed the opportunity for the Commission to provide input on accessibility considerations to the City's plan for the development of the land originally intended for the extension of the 710 freeway. The ad hoc committee will monitor the progress of the plan and notify the Commission about scheduled public meetings to attend.

- Vice Chair Jagusch reported that she received an email from the Citizen Service Center informing her that curb ramps were completed at the intersection of Catalina Avenue and Howard Street based on her request. Vice Chair Jagusch encouraged the Commission to submit service requests to the Citizen Service Center when accessibility improvements are needed.

October 2022:

- Vice Chair Jagusch reported that the ad hoc committee met on October 18 and were informed by staff (Everett) that the City is in the process of developing a Request for Proposal (RFP) for the ADA Transition Plan update and that the RFP is scheduled to be released in early 2023.

Status:

Objective #4 – Housing

To promote inclusive housing solutions for the disability community.

Chair appointed Commissioners: Heinrich (lead), Jennings, Herrera, Warner II

Action Items:

- Submit a recommendation to City Council about improving access to quality, affordable and accessible housing in the City of Pasadena.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Commissioners Heinrich, Herrera, Warner II and herself to the Housing ad hoc committee.

September 2022:

- The Commission participated in the Homelessness Plan Listening Session with Jennifer O'Reilly-Jones (Homeless Programs Coordinator, Housing Department) and Anna Jacobsen (Consultant, CityWise) who provided information about unhoused constituents in Pasadena and the development of the City of Pasadena Homelessness Plan.
- The ad hoc committee met on September 18 and discussed the work completed for the Housing Objective in 2021-2022 and created a list of possible recommendations to submit to City Council for discussion at a future Commission meeting.

October 2022:

- Chair Jennings reported that a new affordable senior housing development will be built at 280 Ramona Street and that the developer is proposing to remove the on-site parking for residents. She requested information about how the Commission can provide input during the design process for new housing developments to ensure accessibility for residents. Staff (Everett) provided information about the guidelines for speaking at public meetings on behalf of the Commission.

Status:

Objective #5 – Public Safety

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

Chair appointed Commissioners: Herrera (lead), 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.
 - 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.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Commissioner Herrera and herself to the Public Safety ad hoc committee.

September 2022:

- The ad hoc committee met and discussed ideas about possible training for law enforcement personnel about the disabled community in order to improve engagement and communication with constituents.

October 2022:

- Commissioner Herrera stated she will schedule a meeting for the ad hoc committee to discuss best practices for police interactions with people with disabilities. The draft list will be submitted to the Commission for review and approval at a future meeting.

Status:

Objective #6 – Adaptive and Inclusive Recreation

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

Chair appointed Commissioners: Estabrook (lead), Waterson

Action Items:

- Support and promote the annual Adaptive Sports Festival.
- Consult with other Commissions regarding recreation related objectives.
- Examine opportunities for and barriers to participation in recreational and leisure activities for people with disabilities in order to inform possible recommendations to improve access for all community members.
- Review Park accessibility information once it is posted to the Parks, Recreation and Community Services Department website.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

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

September 2022:

- The ad hoc committee reported that the Adaptive Sports Festival will be held on Saturday, November 5 at Brookside Park from 9:00 A.M. – 4:00 P.M. The Commission will have an information table at the event and an email will be sent to request volunteers to staff the table.
- The ad hoc committee encouraged the Commission to attend the event. Staff (Everett) reported that the event will feature new activities including aquatics at the Rose Bowl Aquatics Center, disc golf, hockey, and volleyball.

October 2022:

- Staff (Everett) provided an update about the Adaptive Sports Festival and encouraged Commissioners to attend and share information about the event with their networks.

Status:

Objective #7 – Employment

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

Chair appointed Commissioners: Jagusch (lead), Herrera

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.
- Follow up with agencies supporting people with disabilities that were contacted about the ROSE and MASH programs to determine barriers and opportunities.
- Review the contact information for Pasadena agencies that support people with disabilities seeking employment and provide updates to relevant City staff.
- Share employment opportunities with Pasadena agencies that support people with disabilities seeking employment.
- Review the City of Pasadena job opportunities website for clearly visible information about how to request an accommodation for the application process.
- Support the Civitan event honoring Pasadena employers of people with disabilities and disseminate information about employers supporting the hiring of people with disabilities.

Work Plan Updates

July 2022:

- Meeting cancelled.

August 2022:

- Chair Jennings appointed Vice Chair Jagusch and Commissioner Herrera to the Employment ad hoc committee.

September 2022:

- Commissioner Jagusch reported that October is National Disability Employment Awareness Month. The City Council will issue a proclamation at the City Council meeting on Monday, October 3, where Chair Jennings will make comments on behalf of the Commission about the importance of employment for persons with disabilities.

- Commissioner Jagusch reported that Commissioners are invited to attend the Civitan event on Thursday, October 13 from 5:00 – 7:00 P.M. at Villa Esperanza to honor local businesses committed to hiring individuals with disabilities.

October 2022:

- Chair Jennings attended the City Council meeting on Monday, October 3, in recognition of National Disability Employment Awareness Month. Chair Jennings spoke on behalf of the Commission about the importance of employment for persons with disabilities.
- Vice-Chair Jagusch reported that the Civitan event honoring Pasadena employers of people with disabilities was well attended by City officials including Mayor Victor Gordo, Councilmember Felicia Williams, City Manager Miguel Márquez, and several City department directors.

Status:

Accessibility and Disability Commission Presentation Calendar FY 2022-2023

To Be Scheduled:

- Information about how accessibility for people with disabilities is included the City's Prototype Design Options for Accessory Dwelling Units (Planning Department)
- Presentation regarding the Pasadena Citizen Service Center – Mandy Templeton (Citizen Service Center Manager, Public Works Department)

July 2022:

- No meeting

August 2022:

- No presentation

September 2022:

- City of Pasadena Homelessness Plan Listening Session – Jennifer O'Reilly-Jones (Homeless Programs Coordinator, Housing Department) and Anna Jacobsen (Consultant, CityWise)

October 2022:

- No presentation

November 2022:

- No presentation

December 2022:

- City of Pasadena Homelessness Plan update – Jennifer O'Reilly-Jones (Homeless Programs Coordinator, Housing Department) and Anna Jacobsen (Consultant, CityWise)

January 2023:

February 2023:

March 2023:

April 2023:

May 2023:

June 2023: Annual Meeting

(updated October 25, 2022)