

**THESE MEETING MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
DISABILITY ADVISORY COMMITTEE**

REGULAR MEETING OF THE
DISABILITY ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

August 9, 2023
6:30 P.M.

Call To Order & Roll Call

The regular meeting of the Culver City Disability Advisory Committee was called to order at 6:39 P.M. at the Senior Center.

Members Present: Robyn Tenensap, Chair
Janice Goldhaber, Vice Chair
Jorge Alvarez, Member
Shellena Leftridge, Member
Robert Lucero, Member*
Lisette Palley, Member
Marcy Sookne, Member
Ketsha Thompson, Member**

*Member Lucero arrived at 7:05 P.M.

**Member Thompson arrived at 6:50 P.M.

Absent: Dr. Janet Cameron Hault, Member

Staff Present: Stephanie DaVall, Recreation and Community
Services Coordinator
Adam Ferguson, Senior Management Analyst
Mike Odunze, Social and Disability Services
Coordinator
Melanie Morales, Recreation and Community
Services Coordinator

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Pledge of Allegiance

Member Alvarez led the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

Chair Tenensap invited public comment.

Melanie Morales, Recreation and Community Services Coordinator, indicated that no Public Comment for Items NOT On the Agenda had been received.

Adam Ferguson, Senior Management Analyst, introduced himself noting that he was filling in for Dani Cullens and Jill Thomsen who could not be present at the meeting.

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Receive and File Correspondence

Melanie Morales, Recreation and Community Services Coordinator, read correspondence received noting that it had been distributed to Committee Members.

Discussion ensued between staff and Committee Members with Committee consensus achieved to agendaize discussion of the item for the next meeting.

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Consent Calendar

Item C-1

Approval of the Minutes for the Disability Advisory Committee Regular Meeting of June 14, 2023

Discussion ensued between staff and Committee Members regarding corrections to attributions in the previous minutes.

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF JUNE 14, 2023.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, SOOKNE, TENENSAP
NOES: NONE
ABSTAIN: LEFTRIDGE, PALLEY
ABSENT: HOULT, LUCERO, THOMPSON

Additional discussion ensued between staff and Committee Members and staff agreed to delete the reference to Member Palley on page 7 for clarity.

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Order of the Agenda

Items from Members and Staff was heard during Item A-3.

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Action Items

Item A-1

DAC - Election of the Chair and Vice Chair of the Disability Advisory Committee

Discussion ensued between staff and Committee Members regarding nominations and willingness to serve.

Member Thompson joined the meeting.

MOVED BY VICE CHAIR GOLDHABER AND SECONDED BY MEMBER SOOKNE THAT THE DISABILITY ADVISORY COMMITTEE: APPOINT JORGE ALVAREZ TO SERVE AS CHAIR OF THE DISABILITY ADVISORY COMMITTEE FOR FISCAL YEAR 2023-2024.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: GOLDHABER, LEFTRIDGE, PALLEY, SOOKNE, TENENSAP
NOES: NONE
ABSENT: HOULT, LUCERO
ABSTAIN: ALVAREZ, THOMPSON

THE DISABILITY ADVISORY COMMITTEE: APPOINTED JANICE GOLDHABER TO SERVE AS VICE CHAIR OF THE DISABILITY ADVISORY COMMITTEE FOR FISCAL YEAR 2023-2024.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, LEFTRIDGE, PALLEY, SOOKNE, TENENSAP
NOES: NONE
ABSENT: HOULT, LUCERO
ABSTAIN: GOLDHABER, THOMPSON

Chair Alvarez expressed appreciation for being appointed to serve as Chair; discussed attendance of other Committee meetings; and consistency with other processes.

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Item A-2

DAC - Receipt and Filing of the Report Regarding the Disability Advisory Committee Bylaws and a Summary of The Brown Act

MOVED BY VICE CHAIR GOLDHABER AND SECONDED BY MEMBER TENENSAP THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE REPORT REGARDING THE DISABILITY COMMITTEE BYLAWS AND A SUMMARY OF THE BROWN ACT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, LEFTRIDGE, PALLEY, SOOKNE,
TENENSAP, THOMPSON
NOES: NONE
ABSENT: HOULT, LUCERO

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Item A-3

DAC - Drafting of a Disability Advisory Committee Biannual Report to the City Council, including Accomplishments During the Period January 2023 through June 2023, and an Update on the Upcoming 2023/24 Plans; and (2) Authorization of Transmittal of the Report to the City Council

Melanie Morales, Recreation and Community Services Coordinator, provided a summary of the material of record; discussed accomplishments including presentations from non-profits; distribution of the Community Survey; the City Council commendation; work on Disability Awareness Month; the scheduled activities plan; and outreach regarding the mission of the DAC.

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The following item was considered out of sequence:

Items from Disability Advisory Committee Members/Staff

Member Lucero joined the meeting at 7:05 P.M.

New Committee Members provided background on themselves.

Staff, Committee Members, and meeting attendees welcomed new Members and provided background on themselves.

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Item A-3
(Continued)

DAC - Drafting of a Disability Advisory Committee Biannual Report to the City Council, including Accomplishments During the Period January 2023 through June 2023, and an Update on the Upcoming 2023/24 Plans; and (2) Authorization of Transmittal of the Report to the City Council

Adam Ferguson, Senior Management Analyst, indicated that the bylaws are the outline of how the Committee works; noted that staff would endeavor to answer any questions; discussed The Brown Act; Rosenberg's Rules of Order; and City policy vs. bylaws.

Discussion ensued between staff and Committee Members regarding Committee, Board, and Commission (CBC) liaisons.

MOVED BY MEMBER TENENSAP AND SECONDED BY VICE CHAIR GOLDHABER THAT THE DISABILITY ADVISORY COMMITTEE: AUTHORIZE TRANSMITTAL OF THE DISABILITY ADVISORY COMMITTEE BIENNIAL REPORT TO THE CITY COUNCIL INCLUDING ACCOMPLISHMENTS DURING THE PERIOD OF JANUARY 2023 THROUGH JUNE 2023 AND A STATUS UPDATE ON THE SCHEDULED ACTIVITIES PLAN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, LEFTRIDGE, PALLEY, SOOKNE,
TENENSAP, THOMPSON
NOES: NONE
ABSENT: HOULT
ABSTAIN: LUCERO

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Item A-4

DAC - (1) Review Memo Regarding the Disability Advisory Committee Community Survey Results and; (2) Authorize Transmittal of the Letter to City Council with Adjustments, If Any

Discussion ensued between staff and Committee Members regarding the small number of respondents; other Committees that have received grants to make more complete surveys; expectations; things that the DAC would like from the City Council; DAC recommendations to the City Council; and staff read the recommended letter for consideration.

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER PALLEY THAT THE DISABILITY ADVISORY COMMITTEE AUTHORIZE TRANSMITTAL OF THE LETTER TO THE CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, LEFTRIDGE, LUCERO, PALLEY,
SOOKNE, TENENSAP, THOMPSON

NOES: NONE

ABSENT: HOULT

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Item A-5

DAC - Consideration of Nominations for an Individual and/or Organization for an "Outstanding Service to Persons with Disabilities" Commendation; and (2) Selection of the Individual and/or Organization to Receive a Commendation from the City Council

Melanie Morales, Recreation and Community Services Coordinator, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding nominees; support for the work of The Achievable Foundation; providing opportunity for a younger 501c3; advocating for an industry that does not get a lot of recognition or funding; previous recognition of the Director of LA Goal; providing additional awareness for the Achievable Foundation that serves the greatest number of people; the feeling that all the organizations who submitted applications were worthy; the presentation from The Achievable Foundation;

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the federally funded program; referrals to The Achievable Foundation; recognition for those not chosen; appreciation for the efforts of all the organizations; whether two groups could be recognized since an individual has not come forth; and the need for guidance from the City Clerk's Office.

MOVED BY MEMBER LUCERO AND SECONDED BY VICE CHAIR GOLDBABER THAT THE DISABILITY ADVISORY COMMITTEE SELECT THE ACHIEVABLE FOUNDATION AND JAZZ HANDS FOR AUTISM TO RECEIVE COMMENDATIONS FROM THE CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, LEFTRIDGE, LUCERO, PALLEY,
SOOKNE, TENENSAP, THOMPSON

NOES: NONE

ABSENT: HOULT

Additional discussion ensued between staff and Committee Members regarding determination of which organization would receive the commendation if the City Clerk indicates only one can be recognized; the importance of recognizing a younger organization vs. an organization that has achieved federal funding; the fact that The Achievable Foundation is within the Regional Center; allowing for more visibility; support for Jazz Hands for Autism; agreement that if only one organization is allowed for recognition, that the Achievable Foundation be chosen; the previous application by Jazz Hands for Autism; previous precedent for multiple recognitions; and the fact that there is no individual nomination for this year.

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Item A-6

DAC - Review and Discuss Disability Awareness Month Events Plan for October 2023

Mike Odunze, Social and Disability Services Coordinator, discussed plans to hold the Abilities Carnival indoors on October 8; participation by the Girl Scouts; the games; Wheelchair Basketball at the High School; the library display; the commendations; Dances for the Developmentally Disabled (DDD); the Socialites; and Doorstep events.

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Discussion ensued between staff and Committee Members regarding expansion of the library event; updated City resources; outreach; the resource tables; the games; support from The Exchange Club; Member participation; the need for volunteers; training for the volunteers; participation by other organizations; No Limits; free entertainment; Leaps and Bounds; the origin of the Carnival; Girl Scout participation; the importance of the Girl Scouts and the Exchange Club; and a suggestion that a special meeting be held before the Carnival.

Member Tenensap moved to hold a special meeting in September and Vice Chair Goldhaber seconded the motion.

Additional discussion ensued between staff and Committee Members regarding potential dates for a special meeting; agenda items; the inability of Members to attend online; the need for a quorum; meeting location; and agenda items for special meetings.

MOVED BY MEMBER TENENSAP AND SECONDED BY VICE CHAIR GOLDHABER THAT THE DISABILITY ADVISORY COMMITTEE HOLD A SPECIAL MEETING ON SEPTEMBER 13, 2023 AT 6:30 P.M.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, LEFTRIDGE, LUCERO, PALLEY,
SOOKNE, TENENSAP, THOMPSON

NOES: NONE

ABSENT: HOULT

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Item A-7

DAC - Adoption of Motions to Appoint/Reappoint Disability Advisory Committee (DAC) Members to Serve on DAC Ad Hoc Subcommittees

Discussion ensued between staff and Committee Members regarding staff attendance of ad hoc subcommittee meetings.

Vice Chair Goldhaber indicated nothing to report from the Ad Hoc Subcommittee Focused on the Arts For and By the Disabled; she proposed that the Equity and Human Relations Ad Hoc Subcommittee be dissolved as the mission had been fulfilled and that an alternative committee formed; and she discussed

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consideration of forming an Ad Hoc Public Outreach and Public Relations Subcommittee to gain feedback from the community.

Melanie Morales, Recreation and Community Services Coordinator, stated that the changes should be agendized at the next meeting to ensure transparency.

Discussion ensued between staff and Committee Members regarding Brown Act rules; difficulty interacting with other CBCs; formation of a committee of CBC members; the e-comment received in support of having a day to interact with other CBCs; frequency of meetings; length of time it takes to accomplish things; other bodies that meet on a monthly basis; the City budget; requesting that the City Council allow the DAC to meet on a monthly basis; clarification that the agenda item is focused on appointing or reappointing subcommittee members rather than on receiving updates; the need to recommend a resolution to change the bylaws for City Council approval in order to change meeting frequency; consultation with the City Clerk; review of the bylaws to consider any potential changes; formation of a broader reaching subcommittee; interaction with other CBCs in the City; current subcommittee assignments; the Equity and Human Relations Advisory Committee (EHRAC); the need for ad hoc subcommittees to dissolve when their mission has been fulfilled; two Members who want to drop off of the Ad Hoc Subcommittee Focused on the Arts For and By the Disabled; the ability of new Members to join subcommittees; and Committee consensus was achieved to agendize consideration of dissolving and creating subcommittees at the October meeting.

THE DISABILITY ADVISORY COMMITTEE PASSED A MOTION TO REMOVE MEMBER LUCERO FROM THE DISABILITY AWARENESS MONTH PLANNING AD HOC SUBCOMMITTEE AND APPOINT MEMBER LEFTRIDGE TO SERVE ON THE DISABILITY AWARENESS MONTH PLANNING AD HOC SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, LEFTRIDGE, LUCERO, PALLEY,
SOOKNE, TENENSAP, THOMPSON
NOES: NONE
ABSENT: HOULT

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**DAC – Receipt and Filing of the Disability Advisory Committee
2023 Meeting Calendar and the Upcoming Agenda Items List,
with Adjustments, If Any**

Discussion ensued between staff and Committee Members regarding incorporation of more City staff into meetings; Committee consensus was achieved to invite staff from other departments to make presentations related to persons with disabilities; a suggestion to agendaize consideration of holding meetings in Council Chambers or at City Hall several times per year; joint meetings; room availability; providing updates to the City Council as a member of the Committee vs. as a member of the public; making an announcement vs. providing an update; signing up for Public Comment and clarifying that comment is being made as a member of the public; Committee consensus was achieved to agendaize consideration of sending DAC Members to make reports to the City Council; and response to correspondence received.

MOVED BY VICE CHAIR GOLDHABER AND SECONDED BY MEMBER TENENSAP THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE CALENDAR AND LIST OF UPCOMING AGENDA ITEMS AS AMENDED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, LEFTRIDGE, LUCERO, PALLEY,
SOOKNE, TENENSAP, THOMPSON
NOES: NONE
ABSENT: HOULT

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Public Comment for Items NOT On the Agenda

Melanie Morales, Recreation and Community Services Coordinator, indicated that no public comment had been received.

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Items from Disability Advisory Committee Members/Staff

Vice Chair Goldhaber acknowledged the service of Member Tenensap.

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Melanie Morales, Recreation and Community Services Coordinator, reported that former Member Carmen Ibarra would be presented with a City Council commendation at their meeting of August 14, 2023.

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Adjournment

There being no further business, at 8:53 P.M., the Disability Advisory Committee adjourned to a special meeting to be held on Wednesday, September 13, 2023 at 6:30 P.M.

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Melanie Morales
ACTING SECRETARY of the Culver City Disability Advisory
Committee
Culver City, California

APPROVED

Jorge Alvarez
CHAIR of the Disability Advisory Committee, Culver City,
California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Jeremy Bocchino
CITY CLERK

Date