

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

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REGULAR MEETING OF THE
DISABILITY ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

June 11, 2025
6:30 P.M.

Call To Order & Roll Call

Chair Goldhaber called the regular meeting of the Culver City Disability Advisory Committee to order at 6:30 P.M. at the Senior Center.

Members Present: Janice Goldhaber, Chair
Robyn Tenensap, Vice Chair
Marie Albertson, Member
Jessica Burnett, Member
Robin Langman, Member
Shellena Leftridge, Member
Yu-Ngok Lo, Member
Marcy Sookne, Member

Staff Present: Francisca Castillo, Recreation and Community Services Manager
Jill Thomsen, Recreation and Community Services Supervisor
Mike Odunze, Recreation and Community Services Coordinator
Melanie Morales, Recreation and Community Services Coordinator
Jesse Roth, Associate Analyst

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Pledge of Allegiance

Vice Chair Tenensap led the Pledge of Allegiance.

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Public Comment for Items NOT On the Agenda

Chair Goldhaber invited public comment.

Jesse Roth, Associate Analyst, indicated that Victor had signed up to speak but was not present in person or online.

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Presentations

Item P-1

Presentation from the Parks, Recreation, and Community Services Department Regarding the Proposed Fees and Subsidy Analysis for PRCS Programs and Events in Social and Disability Services

Francisca Castillo, Recreation and Community Services Manager, provided a presentation regarding the proposed fees and subsidy analysis; discussed service categories; subsidy vs. cost recovery; impacts on senior and disability services; the budget; staffing; operational costs; equipment and supplies; training; other costs; revenue sources; service categories; the fiscal emergency; potential fee increases; the need for further analysis; and staff commitment to keeping fees as affordable as possible.

Discussion ensued between staff and Committee Members regarding the process for presentations.

MOVED BY MEMBER SOOKNE, SECONDED BY VICE CHAIR TENENSAP AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE PRESENTATION FROM THE PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT REGARDING THE PROPOSED FEES AND SUBSIDY ANALYSIS FOR PRCS PROGRAMS AND EVENTS IN SOCIAL AND DISABILITY SERVICES.

Chair Goldhaber received clarification regarding the proper part of the meeting to request agendaizing further conversation about the presentation.

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Consent Calendar

Item C-1

Approval of the Minutes for the Disability Advisory Committee Regular Meeting of April 9, 2025

MOVED BY MEMBER SOOKNE, SECONDED BY CHAIR GOLDHABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE APPROVE THE MINUTES FOR THE DISABILITY ADVISORY COMMITTEE REGULAR MEETING OF APRIL 9, 2025, AS WRITTEN.

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Receipt of Correspondence

Jesse Roth, Associate Analyst, indicated that no correspondence had been received.

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Order of the Agenda

Receipt of Correspondence was considered after the Consent Calendar.

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Action Items

Item A-1

DAC - (1) Drafting of a Disability Advisory Committee Biannual Report to the City Council, Including Accomplishments During the Period January Through June 2025, and Update on Upcoming Plans for July - December 2025; and (2) Authorization of Transmittal of the Report to the City Council

Jesse Roth, Associate Analyst, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding support for the proposed report highlighting DAC accomplishments; a suggestion to alter the report to change the title of the People-First Language, Disability Etiquette, and ADA Accessibility for Staff Training Ad Hoc Subcommittee; the need to dissolve an ad hoc subcommittee and form a new one if a change is to be made; appreciation to Member Albertson; handling of ADA training by the other ad hoc subcommittee; and Committee agreement to remove the reference to ADA accessibility training in the description.

Additional discussion ensued between staff and Committee Members regarding Committee agreement to make the same revision to the Scheduled Activities Plan to remove the reference to ADA accessibility training in the description.

MOVED BY MEMBER LANGMAN, SECONDED BY VICE CHAIR TENENSAP AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE:

1. APPROVE THE DISABILITY ADVISORY COMMITTEE BIENNIAL REPORT TO THE CITY COUNCIL INCLUDING ACCOMPLISHMENTS DURING THE PERIOD JANUARY THROUGH JUNE 2025, AND AN UPDATE ON UPCOMING PLANS FOR JULY THROUGH DECEMBER 2025 AS AMENDED; AND,
2. AUTHORIZE TRANSMITTAL OF THE REPORT TO THE CITY COUNCIL.

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Item A-2

(1) Approval of Letter from the Disability Advisory Committee (DAC) to City Council Regarding the Abilities Carnival and Resource Fair and DAC Biannual Report; (2) Authorization of Transmittal of the Letter to the City Council; and (3) If Desired, Selection of Member to Deliver an Update Directly from the DAC at an Upcoming City Council Meeting

Jesse Roth, Associate Analyst, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding clarification that there is one letter under consideration; the ability to write other letters in the future; and appreciation for the letter that is short and to the point.

Additional discussion ensued between staff and Committee Members regarding formulation of an update for the City Council and designation of a Committee Member to provide an update to the City Council; support for designating the Chair to provide an update; clarification on the update to be provided; making the intent to educate the public on how to treat people with disabilities known; sharing Committee accomplishments with the community; annual reports provided all by CBCs (Communities, Boards, and Commissions) submitted to the City Council at the same time; the ability for CBC representatives to make reports at any City Council meeting to emphasize something that CBC agrees that they want the

City Council to know; highlighting accomplishments or future plans; making a report closer to the Abilities Carnival; whether things in the memo need to be restated or emphasized; the extra meeting to plan for the Abilities Carnival; providing a verbal invitation to the City Council to be involved in the Abilities Carnival; involving a City Council Member in the Carnival; the need to let the City Clerk know when a representative is going to address the City Council; the intention to interact with the City Council more frequently; a suggestion to discuss items being worked on; the Language-First Subcommittee; sensitivity training; making a short and to the point specific statement; new members and the appointment of the Chair and Vice Chair at the July DAC meeting; providing a statement that the DAC is working on support services to the community; consensus on highlighting accomplishments of the DAC; references to subcommittees; reading a revised version the letter written by Chair Goldhaber in case they do not read all of the reports that are submitted; and highlighting subcommittee activities.

Further discussion ensued between staff and Committee Members regarding a suggestion to switch the order in the letter for the verbal presentation to the City Council to start by highlighting accomplishments before inviting them to the Abilities Carnival; adding language to the middle paragraph to highlight subcommittee activities; concern with being cut off in the middle of reading; review of the DAC bylaws; inability for ad hoc subcommittees to use the word planning in the title; the advisory nature of the DAC; renaming the Disability Awareness Month Planning Ad Hoc Subcommittee; and clarification that the DAC agreed to alter the language of the letter for the statement to the City Council by the Chair.

MOVED BY MEMBER SOOKNE, SECONDED BY MEMBER LANGMAN AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE:

1. APPROVE THE LETTER FROM THE DAC TO THE CITY COUNCIL REGARDING THE ABILITIES CARNIVAL AND RESOURCE FAIR AND DAC BIENNIAL REPORT, WITH UPDATES, IF ANY;
2. AUTHORIZE TRANSMITTAL OF THE LETTER TO THE CITY COUNCIL;
AND,
3. SELECT CHAIR GOLDHABER TO DELIVER AN THE AGREED UPON

UPDATE DIRECTLY FROM THE DAC AT AN UPCOMING CITY COUNCIL MEETING.

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Item A-3

DAC - Approval of the Program Plan Proposed by the Disability Advisory Committee (DAC) Architectural Barriers Program Ad Hoc Subcommittee, with adjustments, if any

Jill Thomsen, Recreation and Community Services Supervisor, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding appreciation for the work of staff and for ideas provided including the "Ask Me About the ADA" table; providing an educational program at the Abilities Carnival; support for a test session; topic of the presentation; ADA vs. CBC (California Building Code); compliance; staff agreed to share information on the contact at the Westside Regional Center; appreciation for the first presentation being made by the DAC; and support for moving ahead and making other presentations as well.

MOVED BY CHAIR GOLDHABER, SECONDED BY MEMBER LANGMAN AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE: APPROVE THE PROGRAM PLAN PROPOSED BY THE DAC ARCHITECTURAL BARRIERS PROGRAM AD HOC SUBCOMMITTEE.

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Item A-4

DAC - (1) Review of the Disability Advisory Committee's (DAC) Commendation Nomination and Voting Process for Disability Awareness Month; and (2) Approval of the Proposed Timeline for the DAC's 2025 Nomination and Voting for the Commendation

Jill Thomsen, Recreation and Community Services Supervisor, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding clarification that the Regional Center as an entity has never been nominated; recognizing the large part of the community; the ability to nominate the Regional Center; and

support for spreading the word widely to get more of a field to choose from.

MOVED BY VICE CHAIR TENENSAP, SECONDED BY MEMBER ALBERTSON AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE:

1. REVIEW THE DAC'S COMMENDATION NOMINATION AND VOTING PROCESS FOR DISABILITY AWARENESS MONTH; AND
2. APPROVE THE PROPOSED TIMELINE FOR THE DAC'S 2025 NOMINATION AND VOTING FOR THE COMMENDATION.

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Item A-5

DAC - Receipt and Filing of Updates from the Members of the Disability Advisory Committee Ad Hoc Subcommittees

Vice Chair Tenensap asked how to contact Committee Members and staff to set up ad hoc subcommittee meetings.

Discussion ensued between staff and Committee Members regarding direction to email Jesse Roth to set up subcommittee meetings and coordination of meetings by staff, and clarification that no report was available from Disability Awareness Month Planning Ad Hoc Subcommittee or from the 2028 Summer Olympics Preparation Ad Hoc Subcommittee.

Member Lo thanked staff and Members Burnett and Sookne for their help on the Architectural Barriers Program Ad Hoc Subcommittee.

Chair Goldhaber reported that the City Council Communication Ad Hoc Subcommittee had voted on what was worked on and met with staff, and she noted that the AARP Age-Friendly Communities Culver City Action Plan Ad Hoc Subcommittee is a City-wide committee that had not met.

Member Albertson reported on the meeting of the People-First Language Disability Etiquette, and ADA Accessibility for Staff Training Ad Hoc Subcommittee noting that she and Member Sookne had waited for the Chair, but she did not attend; she stated that in addition to changing the focus of the tentative presentation to just the People-First Language and

Disability Etiquette, they wanted to send a memo to the City Council; she reported drafting a memo that she sent to staff and Members; and she received clarification that the memo would need to be agendaized for consideration at the next meeting.

Chair Goldhaber reported difficulty accessing her City email and requested that staff give her a call when a meeting is scheduled.

Discussion ensued between staff and Committee Members regarding a suggestion that subcommittee members alert Chair Goldhaber if there is a meeting scheduled; clarification that phone numbers can be shared within a subcommittee; staff cautioned against group texting; Members reported difficulty with City email and were discouraged from using personal email; staff encouraged Members experiencing difficulty to contact staff or visit them with their laptops; and an observation was made that the City email is not very accessible.

Additional discussion ensued between staff and Committee Members regarding the need to rename the Disability Awareness Month Planning Ad Hoc Subcommittee; the advisory nature of the DAC and inability to plan; a recommendation to change the word planning to advising in the title and the description of the ad hoc subcommittee and adding the word supporting in the description; dissolution of the ad hoc subcommittee in order to change the name; a suggestion to dissolve and reform ad hoc subcommittees at the August meeting when new Members will be present; and retaining the current ad hoc subcommittees until the next meeting so that they may continue to meet.

MOVED BY MEMBER ALBERTSON, SECONDED BY MEMBER LANGMAN AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE: RECEIVE AND FILE UPDATES FROM THE MEMBERS OF THE AD HOC SUBCOMMITTEES.

Discussion ensued between staff and Committee Members regarding additional microphones being ordered; the current audio/visual system; and requirements for Assistive Listening Devices.

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Item A-6

**DAC - Receipt and Filing of the Disability Advisory Committee
2025 Meeting Calendar and the Upcoming Agenda Items List,
With Adjustments, If Any**

Jesse Roth, Associate Analyst, discussed upcoming meeting dates and agenda items.

Discussion ensued between staff and Committee Members regarding number of items for the August agenda and agreement to consider the program proposal for People-First on the August agenda.

MOVED BY VICE CHAIR TENENSAP, SECONDED BY MEMBER LANGMAN AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE: RECEIVE AND FILE THE DAC 2025 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST, AS AMENDED.

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Public Comment for Items NOT On the Agenda

Chair Goldhaber invited public comment.

Jesse Roth, Associate Analyst, indicated that no requests to speak had been received.

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Items from Disability Advisory Committee Members/Staff

Francisca Castillo, Recreation and Community Services Manager, announced that the Fire Department was hosting a Disaster Preparedness presentation at the Senior Center on July 2 from 6 P.M. to 8 P.M. and she noted that additional information was available online at the Culver City Fire Department website.

Discussion ensued between staff and Committee Members regarding accessibility of the event, and cautioned Members to not discuss DAC matters if multiple members attend the event.

Jill Thomsen, Recreation and Community Services Supervisor, announced that a new Recreation and Community Services Specialist had been hired.

Mike Odunze, Recreation and Community Services Coordinator, noted that a possible name change for Dances for the Developmentally Disabled (DDD) would be forthcoming as suggested by Member Leftridge.

Jesse Roth, Associate Analyst, thanked the Committee for their work over the past year and she was excited to see what was going to come next.

Members expressed appreciation to staff for their guidance and patience, and to their fellow Committee Members for their work.

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Adjournment

There being no further business, at 8:37 P.M., the Disability Advisory Committee adjourned to a meeting to be held on Wednesday, August 13, 2025, at 6:30 P.M.

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Jesse Roth
SECRETARY of the Culver City Disability Advisory Committee
Culver City, California

APPROVED

Janice Goldhaber
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