

REGULAR MEETING OF THE  
DISABILITY ADVISORY COMMITTEE  
CULVER CITY, CALIFORNIA

October 11, 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 6:31 P.M. at the Senior Center.

**Members Present:** Jorge Alvarez, Chair  
Janice Goldhaber, Vice Chair  
Shellena Leftridge, Member  
Marcy Sookne, Member  
Robyn Tenensap, Member

**Absent:** Dr. Janet Cameron Hault, Member  
Robert Lucero, Member  
Lisette Palley, Member  
Ketsha Thompson, Member

**Staff Present:** Francisca Castillo, Recreation and Community Services Manager  
Mike Odunze, Social and Disability Services Coordinator  
Melanie Morales, Recreation and Community Services Coordinator  
Adam Ferguson, Senior Management Analyst  
Jesse Roth, Associate Analyst

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**Pledge of Allegiance**

The Disability Advisory Committee recited the Pledge of Allegiance.

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**Public Comment for Items NOT On the Agenda**

Chair Alvarez invited public comment.

Adam Ferguson, Senior Management Analyst, indicated that no Public Comment for Items NOT On the Agenda had been received.

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**Receive and File Correspondence**

Adam Ferguson, Senior Management Analyst, indicated that no correspondence had been received.

Chair Alvarez reported that Member Hoult had forwarded email to everyone about an earthquake drill on October 19.

Adam Ferguson, Senior Management Analyst, requested that the email be forwarded to staff so that it could be added to the record.

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**Consent Calendar Items**

Member Sookne requested that the minutes be sent to Members before the meeting to allow time for review.

Discussion ensued between staff and Committee Members regarding email sent by staff to Members containing the minutes; the inability to access email; and inclusion of the minutes with the agenda that is released 72 hours in advance of the meeting.

MOVED BY VICE CHAIR GOLDHABER AND SECONDED BY MEMBER TENENSAP THAT THE DISABILITY ADVISORY COMMITTEE APPROVE CONSENT CALENDAR ITEMS C-1 AND C-2.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Item C-1

**Approval of the Minutes for the Disability Advisory Committee  
Regular Meeting of August 9, 2023**

THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR  
THE DISABILITY ADVISORY COMMITTEE REGULAR MEETING OF AUGUST  
9, 2023.

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Item C-2

**Approval of the Minutes for the Disability Advisory Committee  
Special Meeting of September 13, 2023**

THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR  
THE DISABILITY ADVISORY COMMITTEE SPECIAL MEETING OF  
SEPTEMBER 13, 2023.

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**Order of the Agenda**

Items from Disability Advisory Committee Members and Staff  
were heard before the Action Items.

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The following Item was considered out of sequence.

**Items from Disability Advisory Committee Members/Staff**

Adam Ferguson, Senior Management Analyst, indicated that he  
oversees secretaries for Committees and Commissions; he  
introduced Associate Analyst Jesse Roth who would be acting  
as the new secretary for the Disability Advisory Committee  
(DAC); he thanked Melanie Morales for her work as secretary  
noting that moving forward, she would be handling Webex  
functions; and he introduced staff and described their  
duties.

Committee Members introduced themselves.

Chair Alvarez reported on the Abilities Carnival; thanked  
staff for their efforts; expressed appreciation to Member  
Sookne for her work with the Girl Scouts; discussed

attendance of the Carnival; and he presented the Proclamation received from the City Council to Member Sookne to have before it is turned over to the Senior Center for display.

Member Sookne discussed research done for the games; work done to organize the games in preparation for the next year; and she noted that she had compiled information about the games for future Carnivals.

Member Tenensap expressed gratitude to Member Sookne's daughter for her work at the photo booth.

Mike Odunze, Social and Disability Services Coordinator, discussed the calendar provided to Members highlighting milestones for Disability Awareness Month; the Wheelchair Basketball event at Culver City High School on October 16; he reported a request from the High School that the City share highlights from the month; and he asked the Committee for input on what should be shared.

Discussion ensued between staff and Committee Members regarding missing items from the calendar; adding the Wheelchair Basketball event and the display at the library; the resource table; inclusion of the list of important events around disability issues previously created; highlighting important events; time constraints; and Vice Chair Goldhaber agreed to work with staff to identify specific items.

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### **Action Items**

#### Item A-1

**DAC - Receipt and Filing of the Report from Johnson Favaro, Architectural Planning and Design Firm Regarding the Future of Veterans Memorial Park and Bill Botts Fields at Culver City Park**

Chair Alvarez introduced the item.

Jim Favaro from Johnson Favaro, provided a presentation on the Veterans Memorial and Culver City Parks Feasibility Study; requested that members attend a community meeting on October 19, 2023; discussed inclusivity; equity; the requirement to provide 100% accessibility for every disability; the process; identification of the parks; best

practices; goals; transforming the identified parks into traditional city parks; adding community or botanical gardens; the Park to Playa Trail System; providing recreation facilities; accommodating all generations; aquatic facilities; addressing a variety of needs; indoor and outdoor sporting facilities; cultural and community programming; Veterans Auditorium; creation of a performing arts facility; examples of what other cities provide; creative use of the limited land and facilities available; multi-pool configurations; accommodating a variety of users; meeting spaces; lighting; parking; pedestrian accessibility; ADA (Americans with Disabilities Act) requirements; the amount of usable park space; landscaping; topography; and laying the foundation for the next phases of the project.

Discussion ensued between staff and Committee Members regarding the ability of the Committee to send feedback to Mr. Favaro; drought tolerant landscaping; the park system in Cerritos; the people mover planned at LAX; signage; elevators; wheelchair ramps; the purpose of the meeting; providing an update on the work done so far; solicitation of ideas for the parks; providing feedback as citizens and as members of the disabled community; attendance of community meetings; the value of hearing what others are saying; providing a more accessible presentation; staff agreement to provide the presentation to Committee Members; the upcoming community meeting with a more extensive presentation; and the ability of Committee Members to provide comments to staff for distribution to the consultants.

MOVED BY VICE CHAIR GOLDBABER AND SECONDED BY MEMBER LEFTRIDGE THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE PRESENTATION FROM JOHNSON FAVARO.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

**DAC - Consideration of Dissolving a DAC Ad Hoc Subcommittee  
Whose Purpose Has Been Fulfilled, If Any**

Chair Alvarez introduced the item.

Discussion ensued between staff and Committee Members regarding reluctance to dissolve the Ad Hoc Subcommittee Focused on the Arts For and By the Disabled without consulting Member Palley who was not present; status of Member Hoult; the task of the Community Development Block Grant Advisory Committee to provide input each year; the fact that the Committee is no longer invited to provide input; dissolving subcommittees when a task has been completed or there is no purpose; the ability to recreate committees when needed; agreement to retain the Equity and Human Relations Ad Hoc Subcommittee to allow for conversation with staff and return with a recommendation for a more productive purpose at the December meeting; the Disability Awareness Month Planning Ad Hoc Subcommittee; and the ability to provide updates regarding subcommittee work.

MOVED BY MEMBER TENENSAP AND SECONDED BY MEMBER SOOKNE THAT THE DISABILITY ADVISORY COMMITTEE: DISSOLVE THE COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE AND RETAIN THE AD HOC SUBCOMMITTEE FOCUSED ON THE ARTS FOR AND BY THE DISABLED, THE EQUITY AND HUMAN RELATIONS AD HOC SUBCOMMITTEE, AND THE DISABILITY AWARENESS MONTH PLANNING AD HOC SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Additional discussion ensued between staff and Committee Members regarding Committee consensus to agendaize adding Members to existing subcommittees at the December meeting.

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Item A-3

**DAC - Discussion of the Options that the Disability Advisory Committee has to Communicate with Other Commissions, Boards and Committees**

Chair Alvarez introduced the item.

Discussion ensued between staff and Committee Members regarding the ability to communicate and collaborate with

other Commissions, Boards, and Committees (CBCs); acting as a liaison; increasing engagement with other CBCs; the ability to provide public comment; and communication with the Bicycle and Pedestrian Advisory Committee (BPAC) that solved disruption of parking and accessibility with the MOVE Culver City project.

Additional discussion ensued between staff and Committee Members regarding Committee Bylaws; the task of the Committee and all CBCs to act as an advisory body to the City Council; the focus on communication with the City Council, not other CBCs; issues with having a meeting of all CBC Chairs; the process and ability to provide a report at each City Council meeting; biannual reports; providing a focus for the next six months; highlighting points for the City Council; Committee consensus to move up consideration of the biannual report to the December meeting; and Committee Members indicated understanding the parameters for communication with other CBCs.

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Item A-4

**DAC - Consideration of Appointing Disability Advisory Committee (DAC) Members as Liaisons to Various Outside Associations and City Committees**

Chair Alvarez introduced the item.

Discussion ensued between staff and Committee Members regarding appointing a standing Member to be a liaison to another Committee and provide a report back to the DAC; the ability to appoint an alternate; information available on the City website regarding CBCs; meeting schedule; determining which CBCs are applicable; a request that staff provide a report including information on the focus of each CBC; and Committee consensus was achieved to agendaize consideration of appointment of liaisons to CBCs at the December meeting.

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Item A-5

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

Chair Alvarez introduced the item.

Members indicated nothing to report from the Ad Hoc Subcommittee Focused on the Arts For and By the Disabled, the Community Development Block Grant Advisory Committee, or the Equity and Human Relations Ad Hoc Subcommittee.

Member Sookne reported on planned events for Disability Awareness Month.

Discussion ensued between staff and Committee Members regarding appreciation to everyone for their efforts on the Abilities Carnival; length of the event; set up and tear down; ensuring that everything is put away properly; acknowledgement that Council Member Eriksson attended as well as representatives from The Achievable Foundation; and appreciation to the volunteers and the Girl Scouts for their efforts.

MOVED BY VICE CHAIR GOLDBABER AND SECONDED BY CHAIR ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE REPORTS FROM MEMBERS OF THE DISABILITY ADVISORY COMMITTEE AD HOC SUBCOMMITTEES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-6

**DAC - Receipt and Filing of the Disability Advisory Committee 2023/2024 Meeting Calendar and the Upcoming Agenda Items List, with Adjustments, If Any**

Chair Alvarez introduced the item.

Discussion ensued between staff and Committee Members regarding minor adjustments to the calendar to reflect that the Wheelchair event is on October 16; adjustments to the upcoming calendar of agenda items; approval of meeting dates for 2024; potential conflicts; consensus of those Committee Members present to accept the calendar as presented by staff; and the ability of the Committee to change meeting



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dates by cancelling a regular meeting and calling a special meeting.

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER TENENSAP THAT THE DISABILITY ADVISORY COMMITTEE ACCEPT 2024 MEETING DATES AS PRESENTED IN THE STAFF REPORT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Adam Ferguson, Senior Management Analyst, discussed proposed agenda items for the December meeting.

Discussion ensued between staff and Committee Members regarding review of the current biannual report; drafting the next report; and Committee consensus was achieved to agendaize crafting a statement of appreciation for the Library Manager.

MOVED BY VICE CHAIR GOLDHABER AND SECONDED BY MEMBER TENENSAP THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE AGENDA SCHEDULE AS AMENDED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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#### **Public Comment for Items NOT On the Agenda**

Adam Ferguson, Senior Management Analyst, indicated that no public comment had been received.

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#### **Items from Disability Advisory Committee Members/Staff**

Chair Alvarez thanked everyone for a productive meeting.

Discussion ensued between staff and Committee Members regarding Member absences; the bylaws; approved vs.

unapproved absences; City policy that overrides the bylaws; clarification that anyone missing three consecutive meetings forfeits their seat; and the need to request reappointment by the City Council in order to be reinstated.

Member Tenensap reported receipt of feedback indicating that visually impaired people who used to attend the Dances with the Disabled events are no longer attending

Discussion ensued between staff and Committee Members regarding outreach to agencies who represent people with vision impairments to encourage attendance; the current list of organizations that staff reaches out to; Partners for Pediatric Vision; adult clients vs. pediatric clients; and a request for Members to forward information to staff.

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**Adjournment**


There being no further business, at 8:08 P.M., the Disability Advisory Committee adjourned to a regular meeting to be held on Wednesday, December 13, 2023 at 6:30 P.M.

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Adam Ferguson  
SECRETARY of the Culver City Disability Advisory Committee  
Culver City, California

APPROVED

12/13/23

  
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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.

  
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Jeremy Bocchino  
CITY CLERK

26 DEC 2023  
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Date