

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

REGULAR MEETING OF THE
DISABILITY ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

April 10, 2024
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
Dr. Janet Cameron Hault, Member
Shellena Leftridge, Member
Marcy Sookne, Member
Robyn Tenensapf, Member
Ketsha Thompson, Member*

*Member Thompson arrived at 6:40 P.M.

Absent: Janice Goldhaber, Vice Chair
Robert Lucero, Member
Lisette Palley, Member

Staff Present: Mike Odunze, Social and Disability Services Coordinator
Jill Thomsen, Recreation and Community Services Supervisor
Melanie Morales, Recreation and Community Services Coordinator
Thomas Check, Senior Traffic Engineer
Adam Ferguson, Senior Management Analyst
Jesse Roth, Associate Analyst

oOo

Pledge of Allegiance

Chair Alvarez led the Pledge of Allegiance.

o0o

Public Comment for Items NOT On the Agenda

Chair Alvarez invited public comment.

Jesse Roth, Associate Analyst, indicated that no Public Comment for Items NOT On the Agenda had been received except as part of correspondence.

o0o

Receive and File Correspondence

MOVED BY MEMBER TENENSAPF AND SECONDED BY MEMBER SOOKNE THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE CORRESPONDENCE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, LEFTRIDGE, SOOKNE, TENENSAPF
NOES: NONE
ABSENT: GOLDBER, LUCERO, PALLEY, THOMPSON

o0o

Consent Calendar Items

Item C-1

Approval of the Minutes for the Disability Advisory Committee Special Meeting of February 21, 2024

MOVED BY MEMBER SOOKNE AND SECONDED BY CHAIR ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE DISABILITY ADVISORY COMMITTEE SPECIAL MEETING OF FEBRUARY 21, 2024 AS WRITTEN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, LEFTRIDGE, SOOKNE, TENENSAPF
NOES: NONE
ABSENT: GOLDBER, LUCERO, PALLEY, THOMPSON

o0o

Order of the Agenda

Item A-1 was considered after Item A-2, and Items from Members was heard after Item A-3 and before Adjournment.

oOo

Action Items

Item A-2
(Out of Sequence)

DAC - Receipt and Filing of the Report Regarding the Exceptional Children's Foundation

Chair Alvarez introduced the item.

Maryam Hamadaninia, Christian Alvarez, and Angela Camona with the Exceptional Children's Foundation (EFC) provided background on the organization and an overview of programming; discussed work with regional centers; funding; transportation; program hours; the Exceptional Training Academy; the Accelerated Preparation Program; Exceptional Packaging Solutions; community integration activities; Art Centers; Exceptional Employment Solutions; and the video tour of ECF available on YouTube.

Member Thompson joined the meeting.

Discussion ensued between staff and Committee Members regarding the amount of the contract; percentage of successful placements and supported employment; annual reports; goals; length of time from referral to placement; incentives; and the New Freedom Transportation application.

MOVED BY MEMBER TENENSAPF AND SECONDED BY MEMBER LEFTRIDGE THAT THE DISABILITY ADVISORY COMMITTEE: RECEIVE AND FILE THE REPORT FROM THE EXCEPTIONAL CHILDREN'S FOUNDATION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

oOo

Item A-1

DAC - Discussion Regarding a Partnership Between the City of Culver City and Western States Regional Council of Carpenters Local 213

Chair Alvarez introduced the item.

Council Member Freddy Puza provided background on the Western States Regional Council of Carpenters; discussed building ramps and railings for individuals; the plan to have the carpenters provide the labor and another entity provide the supplies; and he noted the potential for a partnership if the trial program was successful.

Discussion ensued between staff and Committee Members regarding identification of those needing services; providing training for carpenters; contact information; understanding material costs; City Council consideration of funding materials; Committee agreement to request allocation of \$2,000 to the pilot program for materials; clarification that the timeframe is open-ended; and identification of Culver City residents to refer to Council Member Puza.

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER TENENSAPF THAT THE DISABILITY ADVISORY COMMITTEE: IDENTIFY CULVER CITY RESIDENTS THAT WOULD LIKE TO PARTICIPATE IN A PILOT PROGRAM WITH THE WESTERN STATES REGIONAL COUNCIL OF CARPENTERS TO INSTALL WHEELCHAIR RAMPS AND/OR HANDRAILS AND REQUEST THAT THE CITY COUNCIL BUDGET \$2,000 FOR MATERIALS IN THE FISCAL YEAR 2024-2025 BUDGET WITH NAMES SUBMITTED TO ADAM FERGUSON TO FORWARD TO COUNCIL MEMBER PUZA.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

oOo

DAC - Receipt and Filing of the Report from the Public Works Department Regarding Proposed Accessibility Improvements as Part of the Better Overland and Safer Fox Hills Projects

Chair Alvarez introduced the item.

Thomas Check, Senior Traffic Engineer, provided a presentation on the Better Overland and Safer Fox Hills Projects as they pertain to accessibility and other ADA (Americans with Disabilities Act) improvements proposed within the project; discussed grants; state funding; project components and goals; connectivity; prioritizing the needs of users with disabilities; encouraging pedestrian activity; traffic calming improvements; transit access; signage; real time arrival information displays; the timeline; public engagement efforts; the walk audit; community meetings; the request to apply for the state level grant; ADA ramps; upgrading non-directional ramps, to directional ramps; truncated domes; widening the sidewalk for compliance at bus stops; bus stop shelters; high visibility crosswalks; adding sidewalks; pedestrian pushbuttons; accessible pushbutton signals; parking protected bikeways; accessibility challenges with raised features; installation of blue zones at intersections near crosswalks and curb ramps; design considerations; adding breaks in the curbs; ensuring that Culver City is accessible for everyone; and he asked for feedback on proposed improvements and suggestions for other opportunities for accessibility enhancements.

Discussion ensued between staff and Committee Members regarding potential amount of the grant; crossing cues for those hard of hearing; a lawsuit against Los Angeles because of the bike lanes; a suggestion to delineate the bike lanes with cones to allow for accessibility; difficulty of the proposed bike lane for those with vans that use ramps; providing gaps in the bike lane to allow access; interference of the bicycles with accessible individuals; valuable feedback; appreciation for consideration of issues before project implementation; ensuring that bus stop furniture provides back support; divided seats; standard bus stop design; communication with the Transportation Department; alternatives proposed to gain the space to add the bike lanes; concern with ending up with one lane of travel; the lawsuit associated with the MOVE Culver City pilot program; the intent of the proposed project to maintain two lanes of

vehicular traffic in each direction; modelling to determine traffic impacts; sensitivity to community concerns regarding circulation; balancing the needs of all modes of travel; the community meeting held during the holidays; the booth at CicLAvia Venice; and additional information available at culvercity.org/betteroverland.

Additional discussion ensued between staff and Committee Members regarding the many ways people use the streets; clarification that the project is focused for everyone, not specifically for bicycles; outreach to the disabled through caregivers; proposed changes to help the disabled; the planned community meeting at Vets on April 22; ensuring that outreach is done to places that serve seniors and persons with disabilities on Overland; ways to make the protected bike lane feasible; use of the Senior Center van to demonstrate what is needed to make the protected bike lane work; raising the bike lane to sidewalk level; costs; the need to ensure that sidewalks are level; lengthening the signal at Culver and Overland by the Senior Center; accessible pedestrian button push signals; upgrading vehicle detection for all intersections; the timeline; and appreciation to staff for the presentation.

MOVED BY MEMBER TENENSAPF AND SECONDED BY CHAIR ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE: RECEIVE AND FILE THE REPORT FROM THE PUBLIC WORKS DEPARTMENT REGARDING PROPOSED ACCESSIBILITY IMPROVEMENTS AS PART OF THE BETTER OVERLAND AND SAFER FOX HILLS PROJECTS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, LEFTRIDGE, SOOKNE, TENENSAPF,
THOMPSON

NOES: NONE

ABSENT: GOLDHABER, LUCERO, PALLEY

o0o

The following item was considered out of sequence:

Items from Disability Advisory Committee Members/Staff

Chair Alvarez discussed attending the Abilities Expo at the Convention Center in Los Angeles; other cities with robust programming for the disabled; the Department of Disability Emergency Preparation Book; the dedicated department and

commission in the city and county of Los Angeles; concern that the Culver City ADA compliance officer has never attended a Committee meeting despite repeated requests; county district representatives; and working to emulate robust programs of other cities.

Member Hoult discussed valuable emergency training by the Culver City Police Department (CCPD) and Culver City Fire Department (CCFD) offered to the public.

Discussion ensued between staff and Committee Members regarding sharing information from other cities with staff; handouts from other cities on aging; differences between committees and commissions; and clarification that Assistant City Manager Mike Bruckner handles ADA compliance.

oOo

Item A-4

DAC - Draft of an Events Plan for Disability Awareness Month in October 2024

Chair Alvarez introduced the item.

Discussion ensued between staff and Committee Members regarding the proclamation during the month of October; activities during Disability Awareness Month; fine-tuning areas; upgrading and providing new games; improving attendance; weather considerations; changing the date to earlier in October; a suggestion to hold the event on a Saturday; scheduling a special meeting to finalize arrangements; Committee consensus from Chair Alvarez and Members Leftridge, Thompson and Tenensapf to hold a special meeting on September 25; agreement that the Abilities Carnival be held on October 6; event time; the Girl Scout volunteers; the library display case; staff assistance; set up time; wheelchair basketball; a suggestion to have a basketball team attend the Carnival; scheduling; coordination with the school; assistance with recruitment; Leaps and Bounds; prizes; hot wheels races; the CCPD police dog; a suggestion to hold a meeting in May; the Disability Awareness Month Planning Ad Hoc Subcommittee meeting; the ability of the public to attend ad hoc subcommittee meetings; and Member Leftridge agreed to help rehabilitate the games.

MOVED BY CHAIR ALVAREZ AND SECONDED BY MEMBER TENENSAPF THAT THE DISABILITY ADVISORY COMMITTEE: DRAFT AN EVENTS PLAN FOR DISABILITY AWARENESS MONTH IN OCTOBER 2024 AS DISCUSSED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

o0o

Item A-5

DAC - Receive and File the Report Concerning the City Council Policy for Commission, Board, and Committee (CBC) Member Attendance, and the Procedure for the Forfeiture of a Member's Seat

Adam Ferguson, Senior Management Analyst, provided a summary of the material of record.

Discussion ensued between staff and Committee Members regarding excused absences vs. unexcused absences; required percentage of the meeting attended in order for attendance to count; clarification that there are no Members who have missed three consecutive meetings; forfeiture of a seat vs. being kicked off; assurance that staff keeps track of Member attendance; encouragement to Members not to focus on the attendance of others; difficulty achieving a quorum; Member resignations as not affecting the quorum number; and City Council approval required to change the bylaws.

MOVED BY MEMBER THOMPSON AND SECONDED BY MEMBER TENENSAPF THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE REPORT CONCERNING THE CITY COUNCIL POLICY FOR CBC MEMBER ATTENDANCE, AND THE PROCEDURE FOR THE FORFEITURE OF A MEMBER'S SEAT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

o0o

Item A-6

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 the previous practice of having a standing agenda item to create and appoint members to ad hoc subcommittees; concern with open-ended agenda items; ensuring that the public understands what is going to be considered on an agenda; concern with meeting frequency and length of time to add a subcommittee; staff agreement to consult the City Clerk for guidance and report back to the Committee; allowable number of Members to attend ad hoc subcommittee meetings; a suggestion to dissolve the Equity and Human Relations Ad Hoc Subcommittee; and a suggestion to add Member Tenensapf to the Disability Awareness Month Planning Ad Hoc Subcommittee.

MOVED BY MEMBER SOOKNE AND SECONDED BY CHAIR ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE:

1. DISSOLVE THE EQUITY AND HUMAN RELATIONS AD HOC SUBCOMMITTEE; AND,
2. APPOINT MEMBER TENENSAPF TO SERVE ON THE DISABILITY AWARENESS MONTH PLANNING AD HOC SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, LEFTRIDGE, SOOKNE, TENENSAPF,
THOMPSON

NOES: NONE

ABSENT: GOLDHABER, LUCERO, PALLEY

o0o

Item A-7

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

No updates were available.

o0o

Item A-8

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

Discussion ensued between staff and Committee Members regarding adding vs. changing meetings; regular meeting dates; standing items; and the bi-annual report to the City Council.

Responding to inquiry, Council Member Puza indicated that while Council Members read the bi-annual reports, he felt it was better for chairpersons to attend City Council meetings periodically to provide reports.

Additional discussion ensued between staff and Committee Members regarding upcoming agenda items; election of the Chair and Vice Chair; the report from No Limits; appointment and reappointment of Members to ad hoc subcommittees; review of the Disability Awareness Month Events Plan; removal of a proposed agenda item regarding holding Committee meetings at City Hall; discussion of non-PRCS staff involvement at DAC meetings; clarification that sending an invitation to the ADA Compliance Officer to hear DAC concerns twice per year is not an agenda item; staff agreement to approach the ADA Compliance Officer and report back to the Committee; requirements of other cities; DAC bylaws; and the need for the DAC to provide recommendations to the City Council rather than to try to meet with individual staff members.

MOVED BY MEMBER TENENSAPF AND SECONDED BY MEMBER THOMPSON THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE THE DAC 2024 MEETING CALENDAR AND THE UPCOMING AGENDA ITEMS LIST, WITH ADJUSTMENTS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, LEFTRIDGE, SOOKNE, TENENSAPF,
THOMPSON

NOES: NONE

ABSENT: GOLDHABER, LUCERO, PALLEY

o0o

Public Comment for Items NOT On the Agenda

Jesse Roth, Associate Analyst, indicated that one request to speak had been received, but the person was not present or on Webex.

o0o

**Items from Disability Advisory Committee Members/Staff
(Continued)**

Member Hoult expressed appreciation to the Committee for their support noting that she might not be able to attend future meetings.

Chair Alvarez indicated that he was willing to continue to pick up and drop off Member Hoult.

Adam Ferguson, Senior Management Analyst, discussed seats ending in 2024; the ability of Members to reapply; the interview process with the City Council; and he reported that Member Lucero had resigned.

Discussion ensued between staff and Committee Members regarding resident requirements; the new committee being created for the Martin Luther King, Jr. and Juneteenth celebrations; staff agreement to check the bylaws; the application deadline; the interview and appointment process; concern that in the past applicants have been unable to stay late in the meeting to be interviewed; the meet and greet before the interview; recruitment of new applicants; encouragement to anyone who has applied in the past to apply again; and appreciation to staff for their efforts.

o0o

Adjournment

There being no further business, at 8:54 P.M., the Disability Advisory Committee adjourned to a meeting to be held on Wednesday, June 12, 2024 at 6:30 P.M.

o0o

Jesse Roth
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