

**These Meeting Minutes are not official until approved by
the Disability Advisory Committee**

REGULAR MEETING OF THE
DISABILITY ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

August 11, 2021
6:30 P.M.

Call To Order & Roll Call

The regular meeting of the Culver City Disability Advisory Committee was called to order at 6:32 P.M. via Webex.

Members Present: Dr. Jay Shery, Chair
Robyn Tenensap, Vice Chair
Jorge Alvarez, Member
Janice Goldhaber, Member
Dr. Janet Cameron Hault, Member*
Carmen Ibarra, Member
Lisette Palley, Member
Jorge Sandoval, Member
Marcy Sookne, Member

*Member Hault left the meeting at 8:34 P.M.

Staff Present: Jill Thomsen, Recreation and Community
Services Supervisor
Melanie Morales, Recreation and Community
Services Specialist
Laurence Ma, Administrative Clerk
Luke McCarthy, Recreation and Community
Services Student Intern

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Public Comment for Items NOT On the Agenda

Chair Shery invited public comment.

Laurence Ma, Administrative Clerk, indicated that no public comment had been received.

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Consent Calendar Items

Item C-1

DAC - Approval of the Minutes for the Disability Advisory Committee Meeting of June 9, 2021

Member Palley proposed use of alternative language in the minutes to indicate the disabled creative population rather than creative disabled residents.

Discussion ensued between staff and Committee Members regarding addressing use of language; training; the importance of using People First language in the minutes; developing a new awareness; clarification that the minutes should not be changed as that is the language that was being used; training moving forward so that the correct language is being used; and the importance of clarity about language being used for the arts groups.

MOVED BY MEMBER HOLT AND SECONDED BY MEMBER GOLDHABER THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE MEETING OF JUNE 9, 2021 AS WRITTEN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, HOLT, PALLEY, SANDOVAL, SHERY,
SOOKNE, TENENSAP

NOES: NONE

ABSTAIN: IBARRA

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

DAC - Selection of Chair and Vice Chair

Chair Shery indicated that he was retiring as Chair after 20 years.

MOVED BY MEMBER SANDOVAL, SECONDED BY MEMBER PALLEY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE APPOINT ROBYN TENENSAP TO SERVE AS CHAIR OF THE DISABILITY ADVISORY COMMITTEE FOR 2021-2022.

MOVED BY MEMBER IBARRA, SECONDED BY MEMBER GOLDHABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE APPOINT JORGE SANDOVAL TO SERVE AS VICE CHAIR OF THE DISABILITY ADVISORY COMMITTEE FOR 2021-2022.

Committee Members expressed gratitude to Member Shery for his leadership and commitment over the past 20 years noting that much benefit had been gained from his wisdom and experience.

Armando Abrego, thanked Member Shery on behalf of staff, the volunteers and the population served for his leadership, passion and commitment brought to the DAC and every effort, and he wished new Chair Tenensap much luck in her new role as Chair.

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Item A-2

DAC - (1) Appoint/Reappoint Members to serve on Ad Hoc Subcommittees; [if desired] (2) Formation of new and/or Dissolution of Existing Ad Hoc Subcommittee(s)

Member Hoult suggested considering subcommittee reports before Item A-2.

Members Goldhaber, Hoult, and Palley indicated that they wanted to continue serving on the Ad Hoc Subcommittee on the Arts For and By the Disabled.

Member Ibarra indicated willingness to serve as delegate and Member Shery indicated willingness to serve as alternate on

the Community Development Block Grant (CDBG) Advisory Committee.

Laurence Ma, reported that Glenn Heald would be providing more information for the CDBG Advisory Committee.

Members Alvarez, Goldhaber and Hoult agreed to continue their service on The Equity and Human Relations Ad Hoc Subcommittee.

Members Ibarra, Palley, Vice Chair Sandoval and Chair Tenensap agreed to continue serving on ADA (Americans with Disabilities Act) Review Ad Hoc Subcommittee.

MOVED BY MEMBER SHERY, SECONDED BY MEMBER SOOKNE AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE MAKE THE FOLLOWING APPOINTMENTS:

1. AD HOC SUBCOMMITTEE FOCUSED ON THE ARTS FOR AND BY THE DISABLED: MEMBERS GOLDBABER, HOULT AND PALLEY
2. COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE: MEMBER IBARRA - DELEGATE AND MEMBER SHERY - ALTERNATE
3. EQUITY AND HUMAN RELATIONS AD HOC SUBCOMMITTEE: MEMBERS ALVAREZ, GOLDBABER AND HOULT
4. ADA REVIEW AD HOC SUBCOMMITTEE: MEMBERS IBARRA, PALLEY, VICE CHAIR SANDOVAL AND CHAIR TENENSAP

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Item A-3

DAC - Discussion of Disability Advisory Committee Virtual Meetings Versus In-Person Meetings and Determination of Future Meeting Formats

Laurence Ma, Administrative Clerk, reported that the DAC could decide whether or not to keep meetings virtual or in person once the mask mandate is lifted, but hybrid meetings are not an option.

Discussion ensued between staff and Committee Members regarding the Delta variant; hybrid meetings; face to face contact; reconfiguring the space once in-person meetings resume; re-training in how to work together; meeting once a

year as a group; assessing comfort level regarding meeting in-person; the potential recall of the governor; concern that once the mask mandate is lifted risks still could be high; agreement that the DAC assess the situation and make a decision once the mask mandate is lifted; hybrid meetings; a suggestion to write a letter to the City Manager to request accommodations for people with disabilities to allow for hybrid meetings; the importance of providing opportunity for individuals to get involved in local government; the location of in-person meetings; making it clear that the next meeting be virtual; agreement to keep meetings virtual; a request for information regarding the reasoning behind not offering a hybrid option; accommodation within a hybrid system; tabling action until additional information is available regarding a hybrid option for the future; effectiveness of in-person meetings vs. virtual meetings; the inability to meet until the mask mandate is lifted; the importance of pursuing accommodations in meetings; and length of time necessary to create change.

Member Alvarez proposed a motion to continue online meetings and request clarification from the City Clerk regarding hybrid meetings for consideration on the next meeting agenda.

Additional discussion ensued between staff and Committee Members regarding meeting format for all Committees in the City and ensuring accessibility for everyone.

Member Ibarra proposed a substitute motion to meet virtually and add an agenda item for the next meeting to consider accommodation with a hybrid model for future meetings as well as for other Committee meetings. Member Goldhaber seconded the motion.

MOVED BY MEMBER IBARRA, SECONDED BY MEMBER GOLDHABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE CONTINUE TO MEET VIRTUALLY AND REQUEST ADDITIONAL INFORMATION FROM THE CITY CLERK REGARDING PROVIDING ACCOMMODATIONS WITH A HYBRID MEETING MODEL FOR FUTURE MEETINGS OF THE DAC AND OTHER CITY COMMITTEES FOR DISCUSSION AT THE NEXT DAC MEETING.

Laurence Ma, Administrative Clerk, discussed staff workload; the focus on Disability Awareness month; and she indicated that when she received information, she would bring it forward to the Committee.

MOVED BY MEMBER IBARRA, SECONDED BY MEMBER GOLDBABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE AMEND THE PREVIOUS MOTION TO INDICATE THAT CONSIDERATION OF PROVIDING ACCOMMODATIONS WITH A HYBRID MEETING MODEL BE AGENDIZED FOR DISCUSSION ONCE STAFF IS ABLE TO OBTAIN INFORMATION WHETHER AT THE NEXT DAC MEETING, OR THE FOLLOWING MEETING.

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Item A-4

DAC - Discussion and Planning for Disability Awareness Month

Jill Thomsen, Recreation and Community Services Supervisor, discussed the Disability Awareness Month timeline and traditional events.

Discussion ensued between staff and Committee Members regarding award nominations; networking; collaboration with the Chamber of Commerce; the ability to nominate people on the Committee; past recipients; whether a person can receive the award more than once; allowing a significant amount of time between repeat nominations; codifying the policy; staff agreement to distribute the list of past recipients; information regarding organizations serving the disabled in the City; outreach; staff agreement to distribute the resource list to Committee Members so they can reach out to contacts; the nomination and award process; holding a special Committee meeting to vote on recipients; the display case at the library; the Art Subcommittee; the Abilities Carnival; the drive through event held in 2020; the indoor component; the inability of children to be vaccinated; logistics; the photo booth; creating a scaled down event; length of time that vaccinations are effective; concern with putting children at risk; goody bags; the number of RSVPs in 2020 vs. the number who actually came through; delivery of bags; organizations; group homes; incorporating a photo booth element of the drive through using the window of the car as a frame; distribution of popcorn; improving the food options; keeping the event simple and effective; Exchange Club donations; assistance from the Girl Scouts in decorating the bags; activity books; coordination with Culver City High School to create something for Disability Awareness month since the wheelchair basketball demonstration is not happening; inclusion of a person or group with disabilities in Fiesta La Ballona; involvement of the Cultural Affairs

Commission and the Culver Arts Foundation; coordination between staff and Members Palley and Ibarra on the creation of a calendar with new disability factoids; consistency with terminology and clarification that the Carnival is officially referred to as the Abilities Carnival and Resource Fair; and appreciation to staff for their efforts.

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Item A-5

DAC - Recommendations by the DAC's Equity and Human Relations Ad Hoc Subcommittee to the Equity and Human Relations Advisory Committee

Member Alvarez discussed work with Members Goldhaber and Hoult; the current process to file a complaint in the City; creation of a specific process to make a complaint regarding lack of accommodation for the disabled; coordination with the Information Technology (IT) Department to create a page to fill out; distribution of complaint information to the DAC on a quarterly basis; and the need for full Committee approval to request that the IT department prepare a category on the complaint and request forms specific to disabilities issues.

Subcommittee Members discussed ensuring that a category for disability is included on the City complaint form; sharing responses with the DAC; the need for additional information from the City regarding issues for the disabled in the City; letting people know that there is a place to voice concerns; information to help the DAC determine how to best address issues; creating a bridge between the City and the DAC; and providing a place to make requests for accommodations.

Discussion ensued between staff and Committee Members regarding modification of language to use People First language such as: contributions to the "community with disabilities" rather than "disabled community"; opportunity reports; understanding trends; consideration of the full details vs. an overview; the number of actual complaints received; the feeling that once a methodology has been created the numbers may increase; support for receiving the full details on resident concerns; providing a place to propose solutions; obtaining information for the CDBG Committee; agreement that the Subcommittee examine details

of the complaints; and the importance of protecting confidentiality.

MOVED BY MEMBER ALVAREZ, SECONDED BY MEMBER SOOKNE AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE APPROVE A REQUEST THAT THE INFORMATION TECHNOLOGY DEPARTMENT ADD A SUBCATEGORY TO THE CITY COMPLAINT FORM FOR DISABILITY ISSUES WITH CONTINUED WORK TO ADD SUBCATEGORIES.

Member Alvarez asked that consideration of recognition, partnerships, and mental health disabilities be added to the agenda for the next available meeting rather than considering them now due to the lateness of the hour.

MOVED BY MEMBER SHERY, SECONDED BY MEMBER SOOKNE AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE ADD AGENDA ITEMS FROM THE EQUITY AND HUMAN RELATIONS AD HOC SUBCOMMITTEE ON THE AGENDA FOR THE DECEMBER DAC MEETING.

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Item A-6

Recommendations from the Ad Hoc Subcommittee Focused on the Arts For and By the Disabled to the Disability Advisory Committee (DAC)

Member Hoult provided a draft of a proposed letter from the DAC to the Culver Arts Foundation and the Cultural Affairs Commission requesting that grant proposal announcements include wording that will encourage persons with disabilities to apply.

Discussion ensued between staff and Committee Members regarding a suggestion that the DAC Chair work with the Ad Hoc Subcommittee to make minor changes to the draft letter; providing an example on what it means to encourage people with disabilities to apply; communication between Committee Members; and Brown Act considerations.

MOVED BY MEMBER GOLDHABER, SECONDED BY MEMBER PALLEY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE DIRECT THE AD HOC SUBCOMMITTEE FOCUSED ON THE ARTS FOR AND BY THE DISABLED TO WORK WITH CHAIR TENENSAP TO REVISE AND FORMALIZE THE DRAFT LETTER TO THE CULVER ARTS FOUNDATION AND

THE CULTURAL AFFAIRS COMMISSION AND SUBMIT THE LETTER ONCE IT HAS BEEN AGREED UPON.

Discussion ensued between staff and Committee Members regarding the display case in the library.

Member Hoult exited the meeting.

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Public Comment for Items NOT On the Agenda

Chair Tenensap invited public comment.

Laurence Ma, Administrative Clerk, indicated that no public comment had been received.

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Receipt of Correspondence

Laurence Ma, Administrative Clerk, indicated that no correspondence had been received.

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Items from Disability Advisory Committee Members

Member Ibarra proposed a future agenda item to consider training on etiquette and People First language related to people with disabilities for DAC Members and staff.

Discussion ensued between staff and Committee Members regarding materials and recommendations for training.

Member Goldhaber moved to place a discussion of training committed to learning Person First language and other etiquette on a future agenda and Member Palley seconded the motion.

Additional discussion ensued between staff and Committee Members regarding a suggestion that Member Ibarra provide the initial training for the DAC and with identification of a formal trainer for expansion to other committees after that.

Member Goldhaber amended the motion to include the suggestion and Member Palley accepted the amendment.

MOVED BY MEMBER GOLDHABER, SECONDED BY MEMBER PALLEY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE AGENDIZE A DISCUSSION OF TRAINING COMMITTED TO LEARNING PERSON FIRST LANGUAGE AND OTHER ETIQUETTE IN DEALING WITH PERSONS WITH DISABILITIES INITIATED BY MEMBER IBARRA WITH AN EXPLORATION OF EXPANSION WITH A CONSULTANT TO CITY STAFF AND OTHER COMMITTEES THEREAFTER (ABSENT MEMBER HOULT).

Member Goldhaber reported teaching as part of a consortium of programs across Southern California for children 0-5 with visual impairment.

Member Sookne indicated that she would be working with the Girl Scouts to decorate the giveaway bags and she received clarification that this year there would be no photographs for the Abilities Carnival.

Vice Chair Sandoval reported getting COVID despite the fact that he had been vaccinated, but he noted that he was ok.

Jill Thomsen, Recreation and Community Services Supervisor, thanked Member Shery and the new Chair and Vice Chair for their service, and she discussed her efforts to coordinate a screening for Disabilities Awareness month of a new movie called *Coda* about a deaf family with deaf actors since wheelchair basketball is not possible this year.

Member Shery thanked everyone for their support while he served as Chair of the Committee and he extended best wishes to the new Chair.

Laurence Ma, Administrative Clerk, indicated that a motion was needed in order to hold a special meeting; discussed inclusion of an Action Item on Disability Awareness Month activities on the September agenda; and whether to move the regular meeting to October 6 so that it would be prior to the Abilities Carnival on October 10.

MOVED BY MEMBER IBARRA, SECONDED BY MEMBER GOLDHABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE HOLD A SPECIAL MEETING ON SEPTEMBER 22, 2021 TO DISCUSS THE COMMENDATION (ABSENT MEMBER HOULT).

MOVED BY MEMBER SOOKNE, SECONDED BY MEMBER SHERY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE AGENDIZE A DISCUSSION OF SPECIAL ACTIVITIES FOR DISABILITIES AWARENESS MONTH AT THE SPECIAL MEETING ON SEPTEMBER 22, 2021 (ABSENT MEMBER HOULT).

Discussion ensued between staff and Committee Members regarding availability and ensuring that a quorum is available.

MOVED BY MEMBER SHERY, SECONDED BY MEMBER GOLDHABER AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE CANCEL THE REGULAR MEETING ON OCTOBER 13, 2021 AND HOLD A SPECIAL MEETING ON OCTOBER 6, 2021 (ABSENT MEMBER HOULT).

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Adjournment

There being no further business, at 8:57 P.M., the Disability Advisory Committee adjourned to a special meeting to be held on Wednesday, September 22, 2021 at 6:30 P.M. via Webex.

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Laurence Ma
SECRETARY of the Culver City Disability Advisory Committee
Culver City, California

APPROVED

Robyn Tenensap
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 Green
CITY CLERK

Date