

REGULAR MEETING OF THE  
DISABILITY ADVISORY COMMITTEE  
CULVER CITY, CALIFORNIA

December 8, 2021  
6:30 P.M.

**Call To Order & Roll Call**

The special meeting of the Culver City Disability Advisory Committee was called to order at 6:36 P.M. via Webex.

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

\*Member Hoult left the meeting at 6:58 P.M.

\*\*Member Shery left the meeting at 7:24 P.M.

\*\*\*Member Ibarra joined the meeting at 6:41 P.M.

**Staff Present:** Jill Thomsen, Recreation and Community  
Services Supervisor  
Melanie Morales, Recreation and Community  
Services Specialist  
Terrica Miller, Administrative Clerk

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Chair Tenensap discussed meeting procedures.

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**Items from Members and Staff**

Terrica Miller, Administrative Clerk, indicated that Captain Dunlap would be making a presentation but the item could not be discussed as it was not on the agenda.

Troy Dunlap, Culver City Police Captain, discussed the free disability sticker program adopted as a tool to assist officers interact with those with disabilities; he indicated that people were not vetted; discussed availability; placement; police departments around the nation with similar programs; he indicated that additional information was available on the website or on social media; and he agreed to email a copy of the sticker to Committee Members.

Member Ibarra joined the meeting.

Discussion ensued between staff and Committee Members regarding concern with becoming a target if that sticker is displayed; the voluntary nature of the program; agendizing a discussion of the program; the Fire Department program; and the need for additional information.

MOVED BY MEMBER GOLDHABER, SECONDED BY MEMBER PALLEY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE AGENDIZE A DISCUSSION OF THE POLICE DEPARTMENT STICKER PROGRAM AT THE NEXT MEETING.

Member Hoult reported attending training for the Institute for Civility in Government hosted by the Equity and Human Relations Advisory Committee on December 4; indicated that she would provide her notes to the DAC; she proposed agendizing a discussion regarding including the DAC as a part of the process to draft the Code of Civility; she reported becoming injured when she hit a curb at Washington and Higuera and drafting a letter to Public Works about the problematic intersection; discussed potential other problematic intersections; ensuring that the City corrects issues; and she indicated that she might not be able to attend the entire meeting due to discomfort from her injuries.

Discussion ensued between staff and Committee Members regarding Community Development Block Grants; Item A-1; and consideration of issues as a Committee vs. as an individual.

MOVED BY MEMBER GOLDHABER, SECONDED BY MEMBER PALLEY AND UNANIMOUSLY CARRIED, THAT THE DISABILITY ADVISORY COMMITTEE AGENDIZE A DISCUSSION OF AREAS OF THE CITY THAT ARE UNSAFE FOR PEOPLE WITH DISABILITIES INCLUDING CROSSWALKS, STREETS, LIGHTING AND HAVE A MEANS TO PROVIDE FEEDBACK TO THE CITY.

Discussion ensued between staff and Committee Members regarding creation of an ad hoc subcommittee to participate in the development of the Code of Civility by the Ethics and Human Relations Advisory Committee; the existing liaison with the EHRAC; ensuring there is something to review; coordination between the liaison and the EHRAC; concern with being included in the process; and items left out of the Code being developed by the EHRAC at this point.

Member Hoult exited the meeting.

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

Chair Tenensap invited public comment.

Terrica Miller, Administrative Clerk, indicated that no public comment had been received.

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#### **Presentations**

Item P-1

#### **DAC - City of Culver City Advanced Planning Department General Plan 2045- Policy Framework Review**

Lauren Marsiglia, Interim Advanced Planning Manager, provided a presentation on the General Plan Update; discussed the process; themes; the vision; values; involvement; policy frameworks; surveys; the different timeline for the Housing Element; comments; next steps; the state deadline; noted that additional information was available at [pictureculvercity.com](http://pictureculvercity.com), by calling: (310) 253-5740, or by emailing [advance.planning@culvercity.org](mailto:advance.planning@culvercity.org).

Member Shery exited the meeting.

Discussion ensued between staff and Committee Members regarding inclusion; compliance with the Americans with Disabilities Act (ADA); representation of those living with disabilities; upcoming events to get involved; coordination between departments to ensure compliance; loss of parking spots on Washington; equality; diversity; lack of an ADA Compliance Officer in the City; integration of design with

ADA compliance; the new bike ramps; changes in the City; and agreement to provide the presentation to Committee Members.

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**Consent Calendar Items**

Item C-1

**DAC - Approval of the Minutes for the Disability Advisory Committee Meeting of October 6, 2021**

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER ALVAREZ THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE MEETING OF OCTOBER 6, 2021 AS SUBMITTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, IBARRA, PALLEY, SANDOVAL,  
SOOKNE, TENENSAP  
NOES: NONE  
ABSENT: HOULT, SHERY

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**DAC - Receive and File Updates and Recommendations Regarding Disability Awareness Month**

Discussion ensued between staff and Committee Members regarding appreciation to staff for their work; the Senior Center Drive Thru; the need for additional help from Committee Members; having Committee Members take the lead in different activities; the need for adult presence; COVID fears; and the library display.

Luke McCarthy, Recreation and Community Services Student Intern, provided an overview of events in the last quarter of 2021, including Disabilities Month activities and events.

Jill Thomsen, Recreation and Community Services Supervisor, thanked Luke McCarthy for his work noting that he is a student intern and that next week would be his final week.

Committee Members thanked Luke McCarthy for his efforts as well as all the volunteers who worked on the Abilities Carnival.

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Item A-2

**DAC - Review Categories and Sub-Categories for Culver Connect (City's Communication Service Request System)**

Jill Thomsen, Recreation and Community Services Supervisor, provided a review of categories and sub-categories for Culver Connect.

Discussion ensued between staff and Committee Members regarding inviting the person in charge of ADA accessibility and Code Enforcement to Committee meetings; identification of a contact person for citizen concerns; a request to staff to provide an email contact to Committee Members; encouragement to Committee Members to report issues using Culver Connect; sidewalk obstructions due to construction; simplifying the process; appreciation for the work done; the timeframe for getting everything up and running; quarterly reports provided to the Committee; and the importance of having a point person who truly understands the ADA.

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Item A-3

**DAC - Discussion on Partnerships with Grocery Stores and Pharmacies for Free Deliveries to Qualified Disabled Individuals**

Member Alvarez discussed origination of the item; allowing the ad hoc subcommittee consisting of he and Members Goldhaber and Hoult to have discussions with grocery stores and pharmacies regarding free deliveries to qualified disabled individuals; and he noted that an additional item

regarding the ability to write letters of recognition had been left off of the agenda.

Discussion ensued between staff and Committee Members regarding concern as to whether the issue would fall under the purview of the Committee; other issues that should take priority; the role of the Committee; gaging interest from grocery stores and pharmacies; direction to the subcommittee to draft inquiries; and proposed subcommittee tasks.

Member Alvarez proposed a motion to direct the ad hoc subcommittee to create a plan to submit to the full Committee for consideration as to whether to move forward.

Additional discussion ensued between staff and Committee Members regarding effective use of time; tabling the item to the future; Committee bylaws; concern with going beyond Committee boundaries; a suggestion to have Members Alvarez and Hoult draft a letter to submit to the City Council; lack of interest from the Committee; and the ability to discuss the item again in the future if there is interest.

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Item A-4

**DAC - [Standing Item: Any or all of the Following Actions, If Desired] (1) Receipt and Filing of Updates from the Members of the Disability Advisory Committee Ad Hoc Subcommittees; (2) Formation of New and/or Dissolution of Existing Ad Hoc Subcommittee(s)**

Member Ibarra provided a report from the Community Development Block Grant (CDBG) Subcommittee; discussed fund usage; traditional usage; areas identified for improvement; and subcommittee review and approval of staff recommendations.

Discussion ensued between staff and Committee Members regarding staff recommendations; the previous City survey conducted by several Committee Members; changing economic conditions in the City; identification of appropriate sidewalks to address; and limited parameters for fund usage.

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

None.

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**Receipt of Correspondence**

Chair Tenensap discussed an email complaint received regarding sidewalks blocked by homeless encampments that require people to go into the street.

Discussion ensued between staff and Committee Members regarding loss of handicapped parking on Washington; the MOVE Culver City Project; the importance of providing feedback on the City website; and the need for an ADA Compliance Officer.

Terrica Miller, Administrative Clerk, reported distributing an email to Committee Members.

MOVED BY MEMBER IBARRA AND SECONDED BY MEMBER GOLDHABER THAT THE DISABILITY ADVISORY COMMITTEE RECEIVE AND FILE CORRESPONDENCE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDHABER, IBARRA, PALLEY, SANDOVAL,  
SOOKNE, TENENSAP  
NOES: NONE  
ABSENT: HOULT, SHERY

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

Melanie Morales, Recreation and Community Services Specialist, discussed the Santa on Your Doorstep program.

Discussion ensued between staff and Committee Members regarding frequency of the visits; number of participants; participating Santas; and appreciation for the event.

Jill Thomsen, Recreation and Community Services Supervisor, discussed the previous query regarding whether mental health is considered a disability and the definition in the Committee bylaws.

Discussion ensued between staff and Committee Members regarding advocacy for those with mental health issues; advocacy by other City entities; the focus on physical and developmental disabilities; overlap with the Committee on Homelessness; agendizing a discussion of mental health; consideration by the subcommittee; the need for a mission statement to focus the Committee; the bylaws; and creating top three goals to accomplish before the end of the year at the February meeting.

MOVED BY MEMBER GOLDBABER AND SECONDED BY MEMBER PALLEY THAT THE DISABILITY ADVISORY COMMITTEE AGENDIZE GOAL SETTING AT THE FEBRUARY MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, GOLDBABER, IBARRA, PALLEY, SANDOVAL,  
SOOKNE, TENENSAP  
NOES: NONE  
ABSENT: HOULT, SHERY

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**Adjournment**

There being no further business, at 8:58 P.M., the Disability Advisory Committee adjourned to a regular meeting to be held on Wednesday, February 9, 2022 at 6:30 P.M. via Webex.

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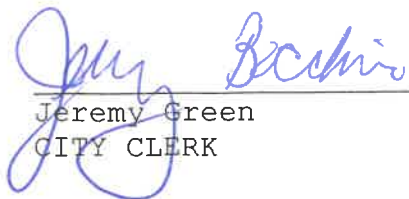
Melanie Morales  
ACTING SECRETARY of the Culver City Disability Advisory  
Committee Culver City, California

APPROVED 2/9/2022



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

28 AUG 2023  
Date