

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

REGULAR MEETING OF THE
DISABILITY ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

February 8, 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 6:30 P.M. at the Senior Center.

Members Present: Janice Goldhaber, Vice Chair
Jorge Alvarez, Member
Dr. Janet Cameron Hault, Member
Carmen Ibarra, Member
Lisette Palley, Member
Marcy Sookne, Member

Absent: Robyn Tenensap, Chair
Robert Lucero, Member

Staff Present: Dani Cullens, Recreation and Community Services Manager
Jill Thomsen, Recreation and Community Services Supervisor
Melanie Morales, Recreation and Community Services Coordinator

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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 Tenensap invited public comment.

The following member of the public addressed the Committee:

Samia Bano, Equity and Human Relations Advisory Committee Member, discussed Civil Discourse Guidelines adopted by the City Council in September 2022 for use by all Committees, Boards and Commissions (CBCs) in Culver City; development; intent of the guidelines; distribution; suggestions for incorporating the guidelines into meetings; and she invited everyone to a public event on February 28, 2023 at the Senior Center: The Upside of Anger - Understanding and Transforming Our Emotions.

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Receive and File Correspondence

Melanie Morales, Recreation and Community Services Coordinator, reported that Member Lucero and Chair Tenensap had indicated that they would not be able to attend the meeting.

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Consent Calendar

Item C-1

Approval of the Minutes for the Disability Advisory Committee Regular Meeting of October 12, 2022

Discussion ensued between staff and Committee Members regarding a correction to the sentence under Items from Members/Staff indicating that Member Goldhaber would be teaching mindfulness when, in fact, Member Ibarra teaches mindfulness instead.

MOVED BY MEMBER SOOKNE AND SECONDED BY MEMBER IBARRA THAT THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF OCTOBER 12, 2022 AS CORRECTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDHABER, PALLEY, SOOKNE
NOES: NONE

ABSENT: LUCERO, TENESAP

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Item C-2

**Approval of the Minutes for the Disability Advisory Committee
Regular Meeting of December 14, 2022**

MOVED BY MEMBER ALVAREZ AND SECONDED BY MEMBER PALLEY THAT
THE DISABILITY ADVISORY COMMITTEE APPROVE MINUTES FOR THE
REGULAR MEETING OF DECEMBER 14, 2022.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, PALLEY, SOOKNE
NOES: NONE
ABSTAIN: GOLDHABER, IBARAA
ABSENT: LUCERO, TENENSAP

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Order of the Agenda

No changes were made.

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Action Items

Item A-1

**DAC - (1) Receive and File the Report Regarding the
Disability Etiquette Manual Created by Girl Scout Sophia
Horton**

Sophia Horton brought Girl Scout cookies for the Committee;
discussed the Disability Etiquette Manual; issues addressed;
research; activities; instructional videos; disabilities
that go unrecognized; updates to the Abilities Carnival
Manual; training; the quiz; the bibliography; she indicated
that the project had made her a more empathetic and
understanding person; and she thanked the Disability Advisory
Committee (DAC) for their support.

Discussion ensued between staff and Committee Members
regarding availability of the manual; distribution to

schools; the lasting document; thoroughness of the manual; and appreciation to Ms. Horton for her work.

MOVED BY MEMBER IBARRA AND SECONDED BY MEMBER PALLEY THAT THE DISABILITY ADVISORY COMMITTEE: RECEIVE AND FILE THE REPORT ON THE DISABILITY ETIQUETTE MANUAL CREATED BY GIRL SCOUT SOPHIA HORTON.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDBABER, PALLEY, SOOKNE
NOES: NONE
ABSENT: LUCERO, TENESAP

Discussion ensued between staff and Council Members regarding the need to introduce the manual to the City Council; distribution in the City; and Committee agreement to discuss the matter at the next meeting.

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Item A-2

DAC - (1) Review and Discussion of the Second Draft of the Community Survey Regarding Persons with Disabilities; (2) Recommendation of Revisions, If Any; and (3) (If Desired) Approval of the Survey for Distribution to the Public

Discussion ensued between staff and Committee Members regarding agreement to remove the word prevalent from: "Culver City DAC would like to know if there are any prevalent needs."

MOVED BY MEMBER IBARRA AND SECONDED BY VICE CHAIR GOLDBABER THAT THE DISABILITY ADVISORY COMMITTEE: ACCEPT THE DRAFT COMMUNITY SURVEY REGARDING PERSONS WITH DISABILITIES AS PRESENTED WITH THE SUGGESTED AMENDMENT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDBABER, PALLEY, SOOKNE
NOES: NONE
ABSENT: LUCERO, TENESAP

Additional discussion ensued between staff and Committee Members regarding regular procedures for survey distribution; flier distribution; distribution at the Senior

Center; survey deadline; recommendations regarding dissemination and timeframe; support for allowing a six week timeframe; providing multiple reminders; Theatre for the Blind; and outreach to veterans in the City.

MOVED BY MEMBER IBARRA AND SECONDED BY MEMBER HOULT THAT THE DISABILITY ADVISORY COMMITTEE: APPROVE THE COMMUNITY SURVEY REGARDING PERSONS WITH DISABILITIES AS AMENDED FOR DISTRIBUTION TO THE PUBLIC FOR SIX WEEKS TO ENSURE AVAILABILITY AT VARIOUS EVENTS WHERE PEOPLE WITH DISABILITIES MAY BE ATTENDING WITH DIVERSE OUTREACH TO ENSURE A WIDE GROUP OF RESPONDENTS, INCLUDING VETERANS WITH DISABILITIES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDBABER, PALLEY, SOOKNE
NOES: NONE
ABSENT: LUCERO, TENESAP

Further discussion ensued between staff and Committee Members regarding email outreach and repeat email reminders.

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Item A-3

DAC - (1) Review and Discussion of the Draft Nomination Form for Disability Awareness Month Commendations; (2) Recommendation of Revisions, If Any; and (3) (If Desired) Approval of the Nomination Form for Use Beginning in 2023

Discussion ensued between staff and Committee Members regarding last year's approval process; the request to discuss ways to improve the nomination form; length of time the nominated organization has been established; determining the percentage of people served who reside in Culver City; what the nominee has done or is doing, to benefit people with disabilities in past years; requested information on the individual making the nomination; ensuring that the organization is providing service to Culver City; requesting supportive evidence; adding language to request a link to the service organization website; and agreement to add a request for information on the length of time the organization has been serving Culver City.

MOVED BY MEMBER SOOKNE AND SECONDED BY VICE CHAIR GOLDBABER THAT THE DISABILITY ADVISORY COMMITTEE APPROVE THE NOMINATION

FORM FOR DISABILITY AWARENESS MONTH COMMENDATIONS WITH
CHANGES AS SUGGESTED FOR USE BEGINNING IN 2023.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDBABER, PALLEY, SOOKNE
NOES: NONE
ABSENT: LUCERO, TENESAP

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Item A-4

DAC - Drafting of a Disability Advisory Committee Biannual Report to the City Council, including Accomplishments During the Period July through December 2022, and Update on the 2022/23 Upcoming Plans; and (2) Authorization of Transmittal of the Report to the City Council

Jill Thomsen, Recreation and Community Services Supervisor, introduced the item.

Discussion ensued between staff and Committee Members regarding timing and review of accomplishments listed; the scheduled activities plan; status of work plan items; Committee consensus to agendize a discussion of conducting outreach to City departments and CBCs to relay the mission and expertise of the DAC and serve as a resource in the creation of policies or the planning of activities impacting community members with disabilities; inviting local non-profit partners to make presentations at upcoming DAC meetings; Member additions to the list of local organizations previously created; the survey discussed earlier in the meeting; streamlining the process for individuals with disabilities to raise concerns and present to City staff; additional work needed to find an easier way to navigate the City website to provide feedback to staff; a suggestion to wait until receipt of survey feedback before moving forward; the importance of improving accessibility; taking a thorough approach rather than engaging in a piecemeal process; the importance of data; the timeframe for survey distribution; honoring disagreement; requesting immediate changes, with additional changes as more information is available; getting specifics on what things were difficult to navigate on the website and present to the person in charge of accessibility; creation of a disability category in the existing City

feedback form on the City website; accessibility issues with the website; the existing system; the difficulty of getting to the existing form; previous discouragement of using the term disability complaint form; improving accessibility by streamlining the process; concern with a disconnect as a result of reading the item literally; the larger issue of accessibility; and mitigating the challenges of navigating the City.

Member Hoult discussed lack of accessibility related to her experience in a scooter accident at Washington and Higuera that happened two years ago and is still not resolved, and she expressed concern that someone else could have a similar accident.

Additional discussion ensued between staff and Committee Members regarding a suggestion to accept the current item and address the issue once the survey results are received; whether people can find the place to report concerns, and whether there is follow-through and things are acted upon; pushing for real change in the City; budgets; facilitating change; the need move forward with the survey and agendaize streamlining the process; efficiency with making improvements to specific components rather than going broadly City-wide; Committee consensus to agendaize streamlining the process; and acknowledgement of the similarity between the complicated discussion and the difficulty of navigating through layers to get needs met with a disability and without accommodations.

Further discussion ensued between staff and Committee Members regarding engagement in the process of raising disability awareness in Culver City by working with City staff.

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

1. DRAFT A DISABILITY ADVISORY COMMITTEE BIENNIAL REPORT TO THE CITY COUNCIL INCLUDING ACCOMPLISHMENTS DURING THE PERIOD OF JULY 2022 THROUGH DECEMBER 2022, AND A STATUS UPDATE ON THE SCHEDULED ACTIVITIES PLAN; AND,
2. AUTHORIZE TRANSMITTAL TO CITY COUNCIL.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: ALVAREZ, HOULT, IBARRA, GOLDBABER, PALLEY, SOOKNE

NOES: NONE
ABSENT: LUCERO, TENESAP

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Item A-5

DAC - [Standing Item; Any or All of the Following Actions, if Desired] (1) Approval of Recommendations, if any, from the Members of the Disabilities Advisory Committee Ad Hoc Subcommittees; (2) Formation of New and/or Dissolution of Existing Ad Hoc Subcommittee(s); and, (3) Appointment of Two Committee Members to Newly-Formed Ad Hoc Subcommittee(s)

Member Hoult discussed the Arts For and By the Disabled Ad Hoc Subcommittee that she serves on with Vice Chair Goldhaber and Member Palley; Theater by the Blind; the importance of encouraging creative disabled people; and collaboration with the Education Foundation and the AVPA (Audio and Visual Performing Arts Group).

Member Sookne indicated that she and Member Ibarra had nothing to report from the Community Development Block Grant Advisory Ad Hoc Subcommittee.

Member Alvarez reported on the recent Equity and Human Relations Ad Hoc Subcommittee meeting; discussed parallel goals between the bodies; and he requested staff direction on revisiting the goals and bylaws.

Discussion ensued between staff and Committee Members regarding goals that align with both bodies; learning from each other; Brown Act considerations; communication between the two bodies; the ability to change the ad hoc subcommittees at any time; ensuring that the name of the ad hoc subcommittee reflects the mission; the standing agenda item to change, delete, or add an ad hoc subcommittee; balancing ADA law with showing compassion for unhoused individuals who are violating the ADA; enforcement of the ADA with respect to sidewalk passage; staff agreement to contact Public Works for additional information; effects of the emergency declaration recently declared in the City; special accommodations for completion of training; difficulty accessing and completing training; issues of accessibility; staff follow up on the issue; accessibility issues relating to restriping Venice Boulevard to provide a bicycle lane next to the sidewalk; Committee agreement to

request a presentation from Assistant City Manager Onyx Jones regarding ADA Compliance; and clarification that two Ad Hoc Subcommittee Members are allowed to meet, even if the third Member is not available.

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Public Comment for Items NOT On the Agenda

Not done.

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Items from Disability Advisory Committee Members/Staff

Member Ibarra discussed the 10 year anniversary celebration of the Achievable Center and the unique work being done by the Foundation in Culver City.

Vice Chair Goldhaber requested that Member Ibarra make a formal presentation on the Achievable Foundation at a DAC meeting.

Member Hoult discussed the upcoming Book Festival; incorporation of Sophia Horton's Disability Etiquette Manual; she felt that the disabled population did not understand how mediation works; discussed her mediation skills and service on the Landlord Tenant Mediation Board; and she felt it was important to provide mediation for everyone in the City, including the disabled.

Jill Thomsen, Recreation and Community Services Supervisor, discussed the recent Martin Luther King, Jr. event in January.

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Adjournment

There being no further business, at 8:23 P.M., the Disability Advisory Committee adjourned to a regular meeting to be held on Wednesday, April 12, 2023 at 6:30 P.M.

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Melanie Morales
ACTING 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 Bocchino
CITY CLERK

Date