

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE  
CULVER CITY DISABILITY ADVISORY COMMITTEE

REGULAR MEETING OF THE  
DISABILITY ADVISORY COMMITTEE  
CULVER CITY, CALIFORNIA

December 13, 2017  
6:30 P.M.

**Call To Order & Roll Call**

The meeting of the Disability Advisory Committee was called to order at 6:30 P.M. at the Culver City Senior Center.

**Members Present:** DR. JAY SHERY, Chair  
DR. ROBERT MONTGOMERY, Vice Chair  
DR. JANET CAMERON HOULT, Member  
N. JOHN HASEGAWA, Member  
KO KO NAING, Member  
SUSAN OSBORNE, Member  
MARCY SOOKNE, Member  
ROBYN TENENSAP, Member

**Absent:** BARBARA EFFROS-SCHWARTZ, Member

**Staff Present:** John Adams - Disability Services Specialist  
Armando Abrego, Senior and Social Services  
Manager  
Corey Lakin - Culver City Parks, Recreation  
& Community Services Director  
Laurence Ma - Culver City Administrative  
Clerk

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**Community Announcements By DAC Members/Information Items  
From Staff**

None.

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

Chair Shery invited public comment.

No cards were received and no members came forward.

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**Receipt of Correspondence**

None.

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**Presentation**

Item P-1

**Public Works Department Americans with Disabilities Act  
(ADA) Self Evaluation & Transition Plan Presentation**

Christopher Evans, Public Works, introduced the item.

Mariam Athanasius, Owen Group, provided background on the company; discussed the process to create the document; provided background on the ADA and requirements of the report; discussed self-evaluation by the City; the need to identify, review and correct; providing overall program accessibility; assisted listening devise; the ADA Coordinator; and establishing grievance procedures.

Discussion ensued between Ms. Athanasius, staff and Committee Members regarding the previous evaluation conducted; grant opportunities; issues with insufficient time to cross Culver Boulevard; communication with the Traffic Engineers; clarification that Serena Wright-Black is the ADA Coordinator for the City and that the ADA Coordinator is required to know the code; creating an ADA Liaison Team; establishing priorities; liability for the City; CDBG funding; and demonstrating that the City has a plan.

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**Consent Calendar**

Item C-1

**Approval of Minutes for the Special Meeting of October 11, 2017**

THE DAC PASSED A MOTION APPROVING THE MINUTES FOR THE MEETING OF OCTOBER 11, 2017 (ABSENT MEMBER EFFROS-SCHWARTZ) .

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Disability Advisory Committee Member City Email Update**

John Adams, Disability Advisory Services Specialist, encouraged anyone having issues with their email to contact him for resolution.

Discussion ensued between staff and Committee Members regarding how often passwords expire, and coordination and assistance from the Information Technology department.

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Item A-2

**Community Development Block Grant (CDBG) Meeting Schedule**

Member Montgomery reported on his attendance of the CDBG meeting; discussed changes to CDBG criteria; diminishing funds; use of funds to ensure ADA compliance; average costs per curb cut correction; maximizing benefits; allowable funding for the Disability Specialist salary; concern that the current administration could eliminate CDBG funding altogether; and City Council approval of the Committee recommendation.

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Item A-3

**Review of Disability Awareness Month Activities**

John Adams, Disability Services Specialist, reviewed Disability Awareness Month activities.

Discussion ensued between staff and Committee Members regarding the total number of attendees; the number of volunteers; comparisons with previous years; attendees from outside of the City; inclusiveness; length of time that the event has been held in the City; adults who have been attending since they were children; marketing to disabled children; outreach to special education teachers; children in inclusion classrooms; bringing in additional community resources into the City; adult services vs. services for children; identifying resources to have at the event; and addressing the range of the disabled population.

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

Chair Shery invited public comment.

No cards were received and no speakers came forward.

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**Items from Disability Advisory Committee Members**

Member Osbourne reported attending an end of the year recap event put on by Congresswoman Karen Bass; she presented the certificate received at the event; reported publishing a book in August about her program on teaching pre-employment skills to adults with autism; and she discussed the issue of affordable housing for individuals with disabilities.

Discussion ensued between staff and Committee Members regarding publicity and marketing.

Member Hoult reported that her new poetry book featuring dogs would be published in January, with all proceeds going to the Culver City Dog Park.

Member Hasegawa reported that the Department of Rehabilitation had increased funding to focus more on youth with disabilities.

Chair Shery wished everyone Happy Holidays.

Discussion ensued between staff and Committee Members regarding changing the date of the February DAC meeting.

THE DAC PASSED A MOTION TO CHANGE THE DATE OF THE NEXT MEETING TO FEBRUARY 7, 2018 (ABSENT MEMBER EFFROS-SCHWARTZ).

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### **Adjournment**

There being no further business, at 7:27 P.M., the Disability Advisory Committee adjourned its meeting to a meeting on Wednesday, February 7, 2018 at 6:30 P.M. in the Senior Center Conference Room.

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John Adams  
SECRETARY of the Culver City Disability Advisory Committee  
Culver City, California

APPROVED

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Dr. Jay Shery  
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 Green  
CITY CLERK

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Date