

# CALIFORNIA COMMISSION ON DISABILITY ACCESS EDUCATION AND OUTREACH COMMITTEE

Hybrid Meeting Minutes  
May 18, 2022

## 1. Call to Order

Chair Souraya Sue ElHessen welcomed everyone and called the meeting of the Education and Outreach (E&O) Committee of the California Commission on Disability Access (CCDA) to order at 1:33 p.m. at the CCDA Hearing Room, 400 R Street, 3<sup>rd</sup> Floor, Conference Room 300, Sacramento, 95811.

Additional public locations included 9433 Ives Street, Bellflower, CA 90706; and 15950 Paramount Blvd, Paramount, CA 90723.

Staff Member Ridge reviewed the meeting protocols.

### Roll Call

Staff Member Ridge called the roll and confirmed the presence of a quorum.

#### Commissioners Present:

Souraya Sue ElHessen, Chair  
Ashley Leon-Vazquez

#### Commissioners Absent:

Michael Paravagna

#### Committee Members Present:

Arnie Lerner  
Zeenat Hassan

#### Committee Members Absent:

Stephen David Simon

#### Other Commissioners Present:

Brian Jones, Senator  
represented by Emily Miller  
Brian Maienschein, Assembly Member,  
represented by Harleen Pannu

#### Staff Present:

Theresa Brown, Data and Research  
Analyst  
Stephanie Groce, Disability Access  
Technician  
Phil McPhaul, Operations Manager  
Abigail Ridge, Administrative and  
Legislative Analyst  
Presley Strother, Marketing and Outreach  
Analyst

#### Also Present:

Regina Dick-Endrizzi, City and County of San Francisco  
Sharlene Ornelas  
Alejandro Warner, City of San Diego

## 2. Approval of Meeting Minutes (February 23, 2022) – Action

**MOTION:** Committee Member Lerner moved to approve the February 23, 2022, California Commission on Disability Access Education and

**California Commission on Disability Access  
Education and Outreach Committee  
May 18, 2022, Hybrid Meeting Minutes**

Outreach Committee Meeting Minutes as presented. Commissioner Leon-Vazquez seconded. Motion carried unanimously with no abstentions.

**3. Comments from the Public on Issues Not on this Agenda**

No members of the public addressed the Committee.

**4. CCDA Legislative One Sheet – Update and Discussion**

**a. Current Status**

Staff Member McPhaul reviewed the CCDA One Page Informational to the Legislature document, which was included in the meeting materials. The document is currently in review at the California Department of General Services (DGS) Office of Legislative Affairs. He noted that the CCDA Legislative Committee will also receive a status update in two weeks at their next Committee meeting.

**5. Assembly Bill 2917: State Law: Disability Access – Update and Discussion**

**a. Potential Toolkits or Educational Modules**

Staff Member Brown reviewed the bill status summary for Assembly Bill (AB) 2917, which was included in the meeting materials. Alleged website violation options have been added to the CCDA Legal Portal. The website now includes a Knowledge Based Material link to help attorneys learn about their data submittal obligations.

Discussion

Chair ElHessen asked if an attorney must submit pre-litigation letters that are resolved outside of the court system.

Staff Member Brown stated the attorney would be obligated to submit the pre-litigation letter to the CCDA, since it would still require a case resolution report, which would also be submitted to the CCDA.

Public Comment

Regina Dick-Endrizzi, Former Director of the Office of Small Business, City and County of San Francisco, stated website violations are important to track, particularly for small businesses. Tracking third-party platforms that are not compliant might be a way to help develop legislation and policy that requires these platforms to be accessible before they sell their product to small businesses.

**6. CCDA Accessible Parking Campaign – Update and Discussion**

- a. Accomplished Outreach Efforts**
- b. Toolkit Distribution**
- c. Potential Additions to CCDA Website**

**California Commission on Disability Access  
Education and Outreach Committee  
May 18, 2022, Hybrid Meeting Minutes**

Staff Member Ridge provided an overview of the background, focus, and current status of the Accessible Parking Campaign, which is part of the CCDA Strategic Goal for 2022-23. The number of Accessible Parking Campaign Work Group members has increased. Work Groups are currently discussing which topics should be included in the toolkit such as justification, definitions, and benefits. These topics will make up the subheadings in the toolkits. Once the toolkit is developed, it will need to be distributed to the correct targeted audiences who will utilize it and posted on the website.

Discussion

Chair ElHessen asked for additional detail on posting an interactive toolkit on the website.

Staff Member Ridge stated it would be similar to the Construction Checklist with an interactive format that can be printed out with the user's indications in it.

Chair ElHessen suggested a format that answers questions such as the number of accessible parking spaces needed.

**7. Assembly Bill 2962: (Committee on Judiciary) Disability Access: Construction-Related Accessibility Violations – Update and Discussion**

**a. 2020 Top 10 Alleged Violations**

**b. 2021 Top 10 Alleged Violations: July 2021 – December 2021**

Staff Member Ridge reviewed the bill status summary for Assembly Bill (AB) 2962, which was included in the meeting materials.

Staff Member Brown reviewed CCDA's top 10 alleged violations for 2020 and 2021.

Discussion

Chair ElHessen noted that the category "Path of Travel – Exterior" is listed several times within the top 10 alleged violations.

Staff Member Brown stated staff is working to tighten the language in the online legal portal and in the quick reference guide to clarify these categories being tracked.

Public Comment

Sharlene Ornelas suggested changing "surface heights" in Rank 1 to "overhangs and surface heights."

Sharlene Ornelas suggested dividing the category "Path of Travel – Exterior" into two areas for clarification – "from parking lot to front door" and "from public transit to front door."

**8. Disability Access and Education Revolving Fund – Update and Discussion**

**a. Outreach to Cities**

**California Commission on Disability Access  
Education and Outreach Committee  
May 18, 2022, Hybrid Meeting Minutes**

Staff Member McPhaul stated several meetings were conducted recently with cities throughout California, mainly with Public Works and Accounting Departments. He stated there is a general unawareness of the function of the Disability Access and Education Revolving Fund; therefore, cities are not utilizing the fund for Certified Access Specialist (CAsp) certification, training, and retention, which is the main purpose of the fund.

**b. Quick Reference Guide Development**

Staff Member McPhaul stated staff is working on a Quick Reference Guide to raise awareness of the fund and its function. He suggested, in addition to disseminating the Quick Reference Guide, hosting a lunchtime training and Q&A session via Zoom and hosting in-person information sessions statewide.

Discussion

Chair ElHessen asked about the number of cities that have accessed the fund.

Staff Member McPhaul stated staff is working with the Division of the State Architect (DSA) to determine that information.

Chair ElHessen asked if the fund is listed as the Disability Access and Education Revolving Fund.

Staff Member McPhaul stated it is listed differently for each city.

Public Comment

Regina Dick-Endrizzi shared the City and County of San Francisco's experience with the fund and some of the ways the funds have been used. The speaker offered to work with staff on outreach efforts. The speaker suggested learning from the DSA about the amount of funding that is being retained at the local level.

Committee Member Lerner stated approximately 50 percent of property owners did not take advantage of the five-year Successful Business Entrance Program funding. He noted that one of the big problems in San Francisco is getting property owners to take notice of it.

**9. CCDA Newsletter – Update and Discussion**

**a. Reviving Newsletter**

**b. CCDA Commissioner Input**

Staff Member Strother stated the CCDA Newsletter, All Access, will be brought back in July for a summer issue. The newsletter will be released on a quarterly basis – January, April, July, and October. The newsletter will be distributed via email and posted on the website. She reviewed the newsletter format.

Staff Member Strother stated she will be contacting Commissioners to update the Commissioner biography section of the website.

Discussion

**California Commission on Disability Access  
Education and Outreach Committee  
May 18, 2022, Hybrid Meeting Minutes**

Chair ElHessen suggested sending the newsletter to local businesses and including a place on the website for businesses to sign up to receive the newsletter.

**10. Future Agenda Items – Discussion**

Committee Member Lerner agreed with Sharlene Ornelas's comments about the dangers of overhangs and stated tree branches are often too low along streets.

**11. Adjourn**

**MOTION:** Committee Member Lerner moved to adjourn the May 18, 2022, California Commission on Disability Access Education and Outreach Committee meeting. Commissioner Leon-Vazquez seconded. Motion carried unanimously.

Chair ElHessen stated the next E&O Committee meeting is scheduled for August 24, 2022. She adjourned the meeting at approximately 3:00 p.m.