

CALIFORNIA COMMISSION ON DISABILITY ACCESS EXECUTIVE COMMITTEE

Teleconference Meeting Minutes
October 13, 2021

1. Call to Order

Chair Chris Downey welcomed everyone and called the teleconference meeting of the Executive Committee of the California Commission on Disability Access (CCDA) to order at approximately 1:30 p.m. Due to the ongoing health emergency, and consistent with Executive Order N-29-20, this meeting was conducted entirely by Zoom and teleconference.

Staff Member Barsanti reviewed the meeting protocols.

Roll Call

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

Commissioners Present:

Chris Downey, Chair
Douglas Wiele, Vice Chair
Souraya Sue ElHessen
Brian Holloway
Guy Leemhuis, Immediate Past Chair
Michael Paravagna

Staff Present:

Angela Jemmott, Executive Director
Kamran Qazi, Legal Counsel
Adam Barsanti, Associate Governmental
Program Analyst
Theresa Brown, Data and Research Analyst
Stephanie Groce, Disability Access
Technician
Phil McPhaul, Operations Manager

Also Present:

Corrina Roy, Legislative Affairs Division, DGS

2. Approval of Meeting Minutes (July 14, 2021) – Action

Motion: Commissioner Leemhuis moved to approve the July 14, 2021, California Commission on Disability Access Executive Meeting Minutes as presented. Commissioner ElHessen 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.

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4. Legislative Bill Tracking – Update

Corrina Roy, Legislative Consultant, Office of Legislative Affairs, Department of General Services (DGS), reviewed the CCDA Legislative Status Report on the bills staff is tracking, which was included in the meeting materials.

a. AB 29 State Bodies: Meetings

This is a two-year bill. Staff will watch to see if it is reintroduced next year.

**b. AB 105 The Upward Mobility Act of 2021: Boards and Commissions:
Civil Service: Examination: Classifications**

This bill was vetoed by the Governor on October 8, 2021.

c. AB 580 Emergency Services: Vulnerable Populations

This bill was signed into law by the Governor on October 9, 2021.

Questions and Discussion

Commissioner Paravagna asked if the Governor added information in his veto message about his rationale for vetoing AB 105.

Staff Member Barsanti stated the Governor did provide his rationale in his veto message. He stated he will send this information to Commissioners.

Commissioner ElHessen asked how AB 580 will be put out for the disability community to know and then to be part of that process.

Ms. Roy suggested contacting the California Office of Emergency Services (Cal OES) for implementation information.

Action Items

- Staff Member Barsanti is to send Commissioners the Governor's veto rationale message for AB 105.

5. Public Comments – Discussion and Action

a. Government Code – 11125.7

Executive Director Jemmott reviewed the language in Government Code 11125.7, which was included in the meeting materials. She stated, although this is not a new code, it has created conflicts in the public comment process. She stated boards and commissions interpret this code differently but there are standards in which to operate within the confines of the code.

b. Recommended Action for the Commission

Executive Director Jemmott read the following staff recommendations:

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- a. The Commission may not discuss or act on any matter raised during the public comment section, except to decide whether to place the matter on the agenda of a future meeting.
- b. Time limitations for discussion and comment within an agenda will be determined by the Board Chair and/or Subcommittee Chairs. However, the general standard for all Chairs to follow is 2 minutes per person during non-agenda items up to 5 people and 2 minutes per person up to 3 people per agenda topic.
- c. A person who needs a disability-related accommodation and/or modification because of language translation will be provided extended time to present during public comments.

Questions and Discussion

Commissioner Paravagna agreed with setting standards and stated the need to ensure that CCDA internal protocols include educating new chairs of Committees about these standards.

Commissioner Holloway stated the staff recommendations are standard procedure for most boards and committees, including the CCDA. He spoke in support of the staff recommendations.

Vice Chair Wiele and Commissioner ElHessen agreed.

Chair Downey asked staff to adopt the staff recommendations as policy.

Action Items:

- Staff is to adopt the staff recommendations as policy.

6. Roles of Committee Chairs – Presentation and Discussion

a. Leadership

b. Selecting of Members to Assist Committees

Executive Director Jemmott provided an overview, with a slide presentation, of the roles and responsibilities of Chairs, leadership tips, running a successful meeting, and completing an agenda.

Action Items:

- No action items.

7. Commissioners Subcommittee Reports – Update

a. Legislative Committee

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Commissioner Paravagna, Chair of the Legislative Committee, provided an overview of the Committee activities since the last Executive Committee meeting. The Legislative Committee has provided feedback on the protocols involved in an executive order that deals with how the Commission may communicate with the Legislature. Staff is preparing a one-page information sheet to be posted on the website and to be used when communicating with legislative offices.

b. Education and Outreach Committee

i. Radio Interview

ii. Open-Air Considerations Toolkit to Cities, Reintroduce to Local Governments

Commissioner ElHessen, Chair of the Education and Outreach Committee, provided an overview of the Committee activities since the last Executive Committee meeting. The Committee is moving forward with the PSAs it identified and the accessible parking campaign. She stated she will be doing a PSA tomorrow on Spectrum TV on Disability Awareness Month.

Commissioner ElHessen stated several members of the public have been participating in the Committee meetings and sharing their experiences with the lack of accessibility to school board meetings. She stated, although their claims are valid, board processes differ. The CCDA cannot enforce a specific type of access that would be necessary for every board in the state to follow, specifically school boards. She stated she is unsure how the CCDA can best support these members of the public. She stated she met with them offline as a school board member and gave them guidance on how they need to be working with their own individual school boards and superintendents.

Executive Director Jemmott stated Chair Downey and Commissioner Paravagna have completed their radio interviews earlier this month. Their interviews are on the website.

c. Checklist Committee

Commissioner Holloway, Chair of the Checklist Committee, provided an overview of the Committee activities since the last Executive Committee meeting. He stated the Committee is ensuring that the toolkit revisions are set with the appropriate timing of the California Building Standards Commission code update cycle. The Committee voted to go through a toolkit review process every 18 months. The Committee will continue the toolkit development process as it moves forward into its next set of meetings.

i. Survey Results

Commissioner Holloway provided an update on the 20,000 questionnaires that were sent out to ADA Coordinators and local government, business owners and operators, and building construction specialists asking how they like to receive certain kinds of information. Over half of the respondents stated they prefer to receive information all possible ways.

Action Items

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- No action items.

8. Accessible Parking Campaign – Update and Discussion

Chair Downey stated he and Commissioner Paravagna were on a talk radio show about the work of the Commission and some of its tools, including the accessible parking tool that is being developed.

a. Working with DSA and GO-Biz on Accessibility Webinar

Executive Director Jemmott reviewed the October 28th CCDA, California Governor's Office of Business and Economic Development (GO-Biz), and the Division of the State Architect (DSA) Accessibility Webinar information sheet, which was included in the meeting materials.

Action Items:

- No action items.

9. CCDA Executive Director Report – Update and Discussion

a. Administrative and Operational

b. Partnership and Outreach

Executive Director Jemmott reviewed the proposed 2022 Committee Meeting Calendar, which was included in the meeting materials. She asked Commissioners to provide feedback on the proposed dates, times, and meeting locations. She noted that the quarterly full Commission meetings will be in a hybrid format – both physical and in-person meetings. Commissioners will be required to attend in person unless they notice another public location. The Legislative, Checklist, and E&O Committee meetings will remain in a zoom format.

Action Items:

- No action items.

10 Strategic Goal – Update

Chair Downey tabled the strategic goal update to the full Commission meeting.

Action Items

- No action items.

11. Budget Reporting – Update and Discussion

a. Revenue and Expenditure Report

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Staff Member McPhaul reviewed the 4th Quarter Budget Highlights document, which was included in the meeting materials, and noted he will provide a more detailed report at the full Commission meeting.

Action Items

- No action items.

12. Future Agenda Items

Commissioner ElHessen suggested a discussion on the concerns and questions received at the E&O Committee on access to communication in school board meetings.

13. Adjourn

MOTION: Chair Downey moved to adjourn the October 13, 2021, California Commission on Disability Access Executive Committee meeting. Vice Chair Wiele seconded. Motion carried unanimously.

There being no further business, the meeting was adjourned at approximately 3:00 p.m.