

CALIFORNIA COMMISSION ON DISABILITY ACCESS CHECKLIST COMMITTEE

Teleconference Meeting Minutes
June 23, 2021

1. Call to Order

Chair Brian Holloway welcomed everyone and called the teleconference meeting of the Checklist Committee of the California Commission on Disability Access (CCDA) to order at approximately 1:30 p.m.

Staff Member Brown reviewed the meeting protocols.

Roll Call

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

Commissioners Present:

Brian Holloway, Chair
Drake Dillard

Other Commissioners Present:

Souraya Sue ElHessen
Jacqueline Jackson
Brian Jones, Senator, represented by Brixton Layne
Tom Lackey, Assembly Member, represented by Mary Maida

Committee Members Present:

Mark Christian, American Institute of Architects California
Erika Frank, California Chamber of Commerce (CalChamber)
Brandon Estes, California Building Standards Commission
Ike E. Nnaji, Ph.D., Disability Access Specialists, Inc.; Certified Access Specialist (CASp)
Mehdi Shadyab, Senior Structural Engineer, City of San Diego; Certified Access Specialist (CASp)
Debbie Wong, Department of General Services (DGS), Division of the State Architect (DSA)

Committee Members Absent:

Richard Halloran and Bill Zellmer

Staff Present:

Angela Jemmott, Executive Director
Richard Goldberg, Legal Counsel
Adam Barsanti, Associate Governmental Program Analyst
Theresa Brown, Data and Research Analyst
Stephanie Groce, Disability Access Technician
Phil McPhaul, Operations Manager
Davina Saenz, Marketing and Outreach Analyst

Also Present:

Bob Planthold

**California Commission on Disability Access
Checklist Committee
June 23, 2021, Teleconference Meeting Minutes**

2. Reassignment of California Building Standards Commission (CBSC) staff onto the Checklist Committee – Update

a. Brandon Estes to replace Beth Maynard

Chair Holloway welcomed Brandon Estes to the Checklist Committee.

3. Approval of Meeting Minutes (March 24, 2021) – Action

Motion: Commissioner ElHessen moved to approve the March 24, 2021, California Commission on Disability Access Checklist Committee Meeting Minutes as presented. Commissioner Dillard seconded. Motion carried unanimously.

4. Comments from the Public on Issues Not on This Agenda

No members of the public addressed the Committee.

5. Toolkit Revisions and Updates – Update and Discussion

a. Discuss Possible Need for Toolkit Revisions

i. Accessibility Construction Inspection Checklist: Committee Members Mehdi Shadyab and Debbie Wong’s recommendation

Chair Holloway thanked Committee Members Shadyab and Wong for reviewing and making proposed changes to the Checklist. He asked them to summarize their recommended updates.

Committee Member Shadyab reviewed the Toolkit Revisions and Updates – Accessibility Construction Inspection Checklist document, which was provided in the meeting materials. He noted that his major recommended changes have to do with the area of detectable warnings. The color of detectable warnings is required to be Federal Standard Yellow and there is a contrast requirement that must be met. He stated color and contrast go hand-in-hand.

Committee Member Wong stated her recommended changes updated sections that changed in regard to drinking fountains, effective July 1, 2021. She stated the Division of the State Architect (DSA) believes that the inclusion of the phrase “detectable warnings” for doorways and parking is too specific. She stated adding the word “contrast” may be confusing to users of this Checklist because contrast refers to what was in place prior to the effective date of the intervening code cycle, which is not yellow.

Committee Member Wong suggested that Note 2 for page 4, Exterior Routes, should read “installation of required detectable warnings” because color is no longer an option.

Committee Member Shadyab agreed.

Questions and Discussion

**California Commission on Disability Access
Checklist Committee
June 23, 2021, Teleconference Meeting Minutes**

Chair Holloway asked if it is clearer to state "installation of Federal Yellow required at detectable warnings."

Committee Member Wong stated it is not. The purpose of this toolkit is to provide a general overview and associate a specific code section.

Commissioner Dillard stated it was difficult to follow the presentation. The products of the CCDA should be easily understood with clear, precise direction.

Committee Member Shadyab stated this Checklist is intended to be used by Certified Access Specialists (CASps) and inspectors who already have construction knowledge in accessibility requirements and regulations. The toolkit it meant to be a reminder.

Executive Director Jemmott asked for clarification on the recommended changes.

Chair Holloway reviewed the agreed-upon language, as follows:

- Note 2 on page 4, exterior routes: "installation of required detectable warnings"
- Note 2 on page 5, doors: change "bevel" to "level" so it would read "level landings each side of doors"

ii. Open-air Dining and Curbside Pickup Disability Access Considerations

Executive Director Jemmott reviewed the proposed changes made to the Open-air Dining and Curbside Pickup Disability Access Considerations document, which was included in the meeting materials. She stated this document was meant to temporarily address an issue created during the COVID-19 pandemic; however, many cities are looking for more permits to continue with some level of outdoor curbside services post-pandemic.

Executive Director Jemmott stated the city of Los Angeles has suggested that the Committee add language regarding website accessibility.

Questions and Discussion

Committee Member ElHessen agreed with adding language about website accessibility as far as it relates to open-air dining and curbside pickup. Beyond that should be addressed in Section 508.

Committee Member Nnaji stated parking, sitting at the tables, and website accessibility are issues. Many businesses have been sued for website accessibility violations but there is no federal standard yet. The industrial standard is equivalency in audio/visual language. He suggested adding language to ensure that websites meet industrial standards.

Committee Member ElHessen agreed. She stated outdoor dining will be the norm in many places and many restaurants and other businesses are considering it. She stated the need for businesses to create another space for accessible parking and path of travel, if their open-air dining and curbside pickup areas make the current accessible parking and path of travel inaccessible.

Chair Holloway asked about QR codes for accessing menus and placing orders via cell phones. He suggested a demonstration of what the industrial standard looks like on a sample website.

Commissioner ElHessen asked how to address local governments revising the curbside access to parking.

**California Commission on Disability Access
Checklist Committee
June 23, 2021, Teleconference Meeting Minutes**

Executive Director Jemmott stated a disclosure has been included at the end of the document. Chair Holloway suggested putting the disclosure in another color.

b. Discuss and Propose Schedule for Revising Toolkits

Executive Director Jemmott stated for feedback on a schedule to revise toolkits.

Committee Member Wong stated code revisions are made every 18 months. This is how often the documents should be reviewed for possible revision.

Committee Members agreed.

Motion: Committee Member Wong moved to that the Checklist Committee review these documents every 18 months to make revisions in alignment with the code. Committee Member Shadyab seconded. Motion carried unanimously.

Action Items

- **Staff is to change the color of the disclosure at the end of the open-air dining document.**

6. Continuation of Accessible Parking Campaign – Update and Discussion

Executive Director Jemmott stated Committee Members asked staff at the last meeting to come up with a strategy to approach building various toolkits under the Accessible Parking Campaign. Staff began by securing a consultant to help with that effort from the technical standpoint.

a. Review Proposed Working Group(s) and Summaries to Develop a Toolkit

i. Introduction of Consultant Support

Executive Director Jemmott introduced William Herald, a licensed Architect and Contractor, CASp, and LEED AP legacy, the consultant hired to help with the Accessible Parking Campaign.

Chair Holloway welcomed Mr. Herald on behalf of the Committee.

ii. Identify Goals for Working Group(s)

Executive Director Jemmott reviewed the Continuation of Accessible Parking Campaign – Proposed Working Groups document, which was included in the meeting materials. The Working Group categories are contractors, ADA coordinators and local government agencies, and business owners.

iii. Review Working Group(s) Membership and Any Additional Recommendations

Executive Director Jemmott named the Committee Members enlisted in each working group. She asked for additional volunteers.

Public Comment

Bob Planthold stated they were part of a grand jury in San Francisco that did a report in 2006-07 about parking abuse and helping with improving parking placard usage. The speaker volunteered to be part of a working group.

**California Commission on Disability Access
Checklist Committee
June 23, 2021, Teleconference Meeting Minutes**

Chair Holloway appointed Bob Planthold to the business owners working group.

Action Items

- No action items

7. Future Agenda Items

No future agenda items were offered.

8. Adjourn

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