



# ACCESSIBILITY ADVISORY BOARD

## MINUTES

THURSDAY, November 17, 2016

10:00 A.M. – 12:00 P.M.

CIVIC CENTER PLAZA – 4th FLOOR CONFERENCE ROOM

1200 Third Avenue, San Diego, CA 92101

### 1. CALL TO ORDER

Meeting called to order at 10:00 a.m. with Chair Landon, Vice Chair Martinez, and members Ringler, Cooluris, Crisci, Sieglen-Perry, Chapman, Miles, and Hank present.

Visitor introductions:

- a. John Valencia, Executive Director, Office of Homeland Security, City of San Diego
- b. Mona Freels, Senior Homeland Security Coordinator, Office of Homeland Security, City of San Diego
- c. Nicholas Hodnett, Reasonable Accommodations Manager, City of San Diego
- d. Stephanie Crise, Senior Human Resources Manager, San Diego Zoo
- e. Ron Santos, Compliance and Contracts Manger, San Diego Zoo
- f. Marcus Brown

### 2. PUBLIC COMMENT

None.

### 3. APPROVAL OF MEETING MINUTES

Motion by Crisci, second by Ringler, to approve minutes of September 15, 2016. Passed 9-0-0 (yay: Ringler, Cooluris, Martinez, Crisci, Sieglen-Perry, Chapman, Miles, Hank, Landon; nay: none; abstain: none).

### 4. EXECUTIVE DIRECTOR'S REPORT

Executive Director (ED) Curtis gave the following report:

- a. Disability Awareness Day was well received with many positive comments.

## Accessibility Advisory Board Minutes

November 17, 2016

Page 2 of 3

- b. Next year Disability Awareness Day will be held at Horton Plaza Park on October 24, 2017, from 11:00 am to 1:00 pm.
- c. Civic San Diego 14th Street Promenade Recommendation Letter sent – AAB’s recommendations for on-street parking were not included on their plans. ED and a board member will meet with Civic San Diego to discuss issues.
  - i. Member Cooluris suggested Civic San Diego return and re-present their presentation to the board.
  - ii. Member Crisci suggested CASP Certified member Cooluris attend the meeting.
  - iii. Member Miles suggested that the Board review the plans from Civic San Diego.
- d. ED asked for a volunteer to write the recommendation letter to MTS regarding the old Copley YMCA Building Bus Stop. Member Sieglen-Perry volunteered to write the letter.

### 5. CHAIR’S REPORT

- a. Chair Landon asked if the 10:00 a.m. start time was a one-time change or will it be ongoing. It was noted that it is a one-time change.
- b. Robot at the Museum of Art – tours of the museum can be seen and controlled from your home.

### 6. INFORMATIONAL ITEMS

- a. Presentation on Results of Gap Analysis from John Valencia, Executive Director, and Mona Freels, Sr. Homeland Security Coordinator, Office of Homeland Security (OHS), City of San Diego
  - i. Ms. Freels’ presentation covered City of San Diego Access and Functional Needs emergency planning and preparations. Identified gaps include inconsistent emergency notification delivery, OHS is looking to include multiple modalities for notification and provide information in accessible materials and alternate formats. OHS is also looking to aggressively promote AlertSanDiego/Accessible AlertSanDiego and provide disability awareness training for first responders and disaster service workers.
  - ii. Board members suggested that during press conferences, sign language interpreters be located near the podium so they are included in the camera shot.
  - iii. Board members took high Interest in personalized Disaster Preparedness training for their organizations.
- b. Employee Accommodation Presentation from Nicholas Hodnett, Reasonable Accommodations Manager, City of San Diego
  - i. Mr. Hodnett’s presentation covered Americans with Disabilities Act regulations for individuals with disabilities in the work place. His presentation included reasonable accommodations, essential functions, undue hardship, direct treatment, interactive process, temporary disabilities and reasonable accommodation exceptions.

1. Board Members requested percentage of the City's work force who has a disability; Mr. Hodnett noted this data is not tracked.  
ED Curtis suggested Mr. Hodnett provide the disability awareness presentation to the New Employee Orientation training and the Appointing Authority training.  
Board Members suggested that they be given the opportunity to review reasonable accommodation and Medical documentation forms. Mr. Hodnett agreed to send the forms to ED, who will in turn send them to the Board.

**7. ACTION ITEMS**

- a. Board Bylaws Amendment: Add the following sentence to Section 4: the Board shall not meet in the months of August and December.  
Motion by Miles, second by Sieglen-Perry, to approve amendment. Passed 9-0-0 (yay: Ringler, Cooluris, Martinez, Crisci, Sieglen-Perry, Chapman, Miles, Hank, Landon; nay: none; abstain: none).

**8. SUBCOMMITTEE/AD HOC COMMITTEE UPDATES**

- a. Universal Design Subcommittee
  - i. Board members would like to recommend the City of San Diego adopt a similar policy as the Port of San Diego, and would also like to review high profile CIP projects.

**9. BOARD COMMENTS/ANNOUNCEMENTS**

- a. Member Martinez asked for updates on the project at the Center for the Blind. Brock replied that construction will start on Monday, November 21, 2016.
- b. Member Hank recommended that for the Disaster Preparedness training, there is one large group training first, then by organization. The Board agreed and more information will follow.

**10. BOARD RECOMMENDATIONS FOR FUTURE AGENDAS ITEMS**

- a. Member Landon recommended a presentation from the Museum of Art on its interactive robot for a future meeting.

**11. ADJOURNMENT**

Meeting adjourned at 12:03 P.M.