



**COMMISSION ON DISABILITIES  
MINUTES  
Monday, November 14, 2011  
6:00 PM**

*FIFTH FLOOR LARGE CONFERENCE ROOM, CITY HALL,  
3900 MAIN STREET, RIVERSIDE, 92522  
GENERAL SERVICES DEPARTMENT, 951-826-5427*

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**MISSION STATEMENT**

*“The mission of the Commission on Disabilities is to promote greater awareness of, respect for, and the total participation of individuals with disabilities into all aspects of life.”*

CALL TO ORDER: 6:00 pm

PLEDGE OF ALLEGIANCE

1. Roll Call: Chairperson Donald Hawecker, Debbie Keller, Paul Van Doren, James Stream, Gigi Welch, Lesley Robinson, Virginia Werly, Ty Lawyer, Sharon Nakama, Keith Nelson

Also present was Emergency Services Manager Anthony Coletta, Senior Code Enforcement Officer Chris Pullin and ADA Coordinator Monique Gordon.

2. **Introductions and Public Comment Period** - This is the portion of the meeting specifically set aside to invite your comments regarding any matter within the Commission's jurisdiction. Individual audience participation is limited to 3 minutes.
3. Minutes for the meeting of October 17, 2011

M/S Werly/Nakama to approve the minutes with the changes requested.

AYES – 10 (Hawecker, Keller, Van Doren, Stream, Welch, Robinson, Werly, Lawyer, Nakama, Nelson);  
NOES – 0; ABSTAIN – 0; ABSENT – 1 (Vacant)

OLD BUSINESS

4. Ongoing discussion concerning Community Calendar use for posting of disabled community events (Keith Nelson)

Commissioner Nelson advised the COD the City Policy required the Community Calendar to maintain a consistent look and feel, so no special coloring or icons was possible. However, key wording could be used such as “Disability Friendly”. The COD discussed possible labeling for the Community Calendar and will bring suggestions back for the January 9, 2012 meeting.

5. Discussion concerning a Public Service Announcement script about issues that affect the Disabled Community and how the Community-at-Large can help.

The COD did not like the PSA scripts as submitted. A subcommittee was formed to overhaul the scripts.

Commissioner Stream suggested that at least script #3 be 30 seconds by itself and the first two can be combined. Gigi Welch, Jim Stream and Virginia Werly will form the subcommittee to revise the scripts via email.

M/S Virginia/Nelson and unanimous to form a subcommittee to prepare a revised narrative for the third script for the draft Public Service Announcement.

AYES – 10 (Hawecker, Keller, Van Doren, Stream, Welch, Robinson, Werly, Lawyer, Nakama, Nelson);  
NOES – 0; ABSTAIN – 0; ABSENT – 1 (Vacant)

## NEW BUSINESS

6. Update from Code Enforcement concerning the Sidewalk Obstruction Community Awareness Program (Chris Pullin, Senior Code Enforcement Officer)

Senior Code Enforcement Officer Chris Pullin was in attendance to discuss the sidewalk obstruction community awareness program. He noted that the Code Enforcement (CE) mission was to enforce the City's Municipal Code. Examples of CE concerns are construction related issues, certain vehicles parked on the property, property maintenance and a wide variety of other enforcement items. Concerning the sidewalk obstructions, the Municipal Code states that you cannot obstruct the street or sidewalk and this complaint comes in fairly regularly. The postcard that is distributed is one that the COD contributed to in 2007. Mr. Pullin noted that the postcard was due for revision within the next year and the COD would be contacted for input on the post card's revision.

Mr. Pullin noted that various types of obstructions such as basketball set-ups and skateboard ramps are commonly left on sidewalks. He explained the way that the postcards are used; if a complaint is received on an entire street or several blocks, volunteers were sent out to address the issue instead of CE officers. The areas of complaint are blanketed so that everyone is aware of the violations. The violations are followed up by an officer and by that time, usually 80-90% of the violations have been resolved. In the case where there are one or two violations on the street, an officer is sent to the sight right away. If contact can not be made with a violator, a notice is left, letting them know what the violation is and how it can be corrected.

The sidewalk obstruction violation is a safety concern and is a quick fix, so 24-48 hours is given to correct the violation. The violation is characterized as not impeding pedestrian or vehicular access in any way. He noted that for the most part, the violations are taken care of right away so there has been good success with this program.

In response to Commissioner Lawyer's question about if this violation applied to apartment complexes, Mr. Pullin noted that apartment complexes were private property and CE did not have jurisdiction on private property. There would be jurisdiction over such issues as maintenance of the parking lots, but unless it was concerning an illegal sign, no.

In response to Commissioner Hawecker's question about calling 311 and getting an immediate CE response, Mr. Pullin responded that it depended on a number of things: (1) how soon 311 put the call into the CE system and (2) the caseload of the officer handling the call. Mr. Pullin suggested that if it were an imperative safety issue, it would be best to call CE directly at (951) 826-5633, let them know that there is a dangerous situation and request a response right away.

Mr. Hawecker noted that most sidewalk obstruction violations happened after 5 pm. Mr. Pullin responded that CE did not work after 5 pm but there are CE services on the weekends. If you note, for instance, that your neighbor parks their car across the sidewalk every night, the neighbor will get an advisory notice stating that this is a violation. CE cannot issue a citation unless they see the violation but an advisory notice can be issued. CE takes the friendly approach and gives the violator an opportunity to correct the violation.

7. Disaster Preparedness update on national, regional and local emergency planning activities: (Anthony Coletta, Emergency Services Manager)

Emergency Services Manager Anython Coletta distributed a disaster preparedness update on local, regional and national planning activities and a community preparedness newsletter. He noted that the last time he had attended a COD meeting was four years ago and a lot had been accomplished in that time. He wanted to cover the high points of items accomplished concerning disaster preparedness.

About four years ago, the Ready Riverside (RR) website was launched and is the public side of the City's emergency preparedness program. RR has hundreds of small components that makes up a larger initiative. Hiring a full time Community Preparedness Coordinator through federal funding was one of the initiatives accomplished. This person is working full time with community groups, mobile home parks, special populations, K-12 and other groups helping them get prepared. This is the Neighborhood Watch of emergency management. Getting the civilian population prepared is one of the most important things they do. Riverside is one of the few jurisdictions that have a Community Preparedness Coordinator.

CERT (Community Emergency Response Training). CERT is designed to allow civilians to be self-sufficient as a survivor or an active participant in the resolution of emergencies. Unfortunately, federal funding is decreasing over time and it may some day go away all together and hinder the agency's ability to move forward substantially as in the recent past. All ages and all abilities are welcome.

National Preparedness Month is the month of September and allows communities the opportunity to spend the month in focused disaster preparedness activities.

The Ready Riverside Website is the portal for distribution of information and contains the bulk of the information. The audiences are K-12 (both public and private), day cares, households and families, small and medium size business, and lastly, seniors and those with disabilities.

Mr. Coletta summarized the rest of the Local Outline and covered:

- Emergency Operations Plan (EOP) update
- California Emergency Management Agency (CalEMA) Evacuation & Transportation Toolkit
- Mass Care Task Force – Mass Care & Sheltering Planning Guidance for Emergency Managers
- Catastrophic Planning Initiative – Sheltering
- Catastrophic Planning Initiative – Reception
- Catastrophic Planning Initiative – Recovery

Regional Activities

- Disaster Shelter Trailers – Riverside & San Bernardino Counties
- FAST (Functional Assessment Team) Cal EMA initiative
- Catastrophic Planning Initiative

National Activities

- Regional Catastrophic Planning Initiative
- Report 150 – Communication with Vulnerable Populations: Emergency management Toolkit
- Interim Emergency Management Planning Guide for Special Needs Populations – CPG 301-2008
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters – FEMA

In response to a question from Commissioner Nelson about if Mr. Coletta's organization worked with small businesses on data protection and redundancy plans, Mr. Coletta noted that they did on a very basic scale. His office does not write these plans but connects small businesses with organizations that can help them. There are a number of tool kits that were created by various agencies such as the Small Business Administration. Open for Business is another document/took kit that covers a lot of information that can be helpful.

Commissioner Werly noted that one of the reasons Mr. Coletta was invited was due to a discussion the COD had about helping those with access and functional needs better prepare and have their own plans so that they are not waiting for emergency services to show up, because they may not. The COD wants to help get the word out about emergency preparedness on an individual level that tells people what they should be doing. This is the area where it would be beneficial for the the COD to work with Mr. Coletta's office on a project level in order to help people be better prepared. How do we get them to build those took kits?

Mr. Coletta noted that his office or the Disaster Preparedness Coordinator, Gina Perez, would be the right people to work with. They generally prefer to partner with other organizations or individuals who can provide assistance. Their website is a great place to start. For seniors and those with disabilities, one of the most important things they can do is work on that self-help plan and networks. He offered his office to attend community outreach functions with the COD and he offered to meet and present information as long or short as needed.

#### 8. 2012 COD Meeting Schedule

This item was noted and approved by the COD.

### COMMISSIONER COMMUNICATIONS

#### 9. 311 Call Center – ADA Related Service Statistics

This item was noted by the COD.

#### 10. Brief reports on conferences, seminars, and meetings attended by COD members

Commissioner Nakama noted that she had attended the Inland Empire Disabilities 2011 Collaborative Conference on October 19, 2011 in San Bernardino. She noted that the event was well attended and the information provided was valuable. Commissioner Werly also attended this event.

Commissioner Nelson noted that his Special Olympics floor hockey team had gone to the State games and taken second place.

Commissioner Nakama noted that she had attended the Open House for the California School for the Deaf. She gathered information on related services including sign language. Tours of the campus were available and she noted that the campus is being renovated.

Commissioner Stream noted that progress was being made with attendance at the Play Date events over the last 6 months. He noted that the Parks, Recreation and Community Services Department had won an award for providing programming for this project. He noted that the City, IEHP, and various corporations have been sponsors of this program. He note that “cause marketing” would feature the logo of event sponsors.

11. Items for future COD consideration
  - a. COD Annual Report to City Council – October 23, 2012
  - b. Earthquake Preparedness – what is the alternative of duck,cover and roll for residents with mobility issues?

#### UPCOMING EVENTS

12. Mayor’s Night Out next meets at 7 pm on November 16, 2011, Wood Streets, Magnolia Elementary, 3975 Maplewood Place, Ward 1.

Commissioner Werly will attend.

13. My Play Club – Saturday, November 19, 2011 at Fairmount Park Universally Accessible Playground, 10:30 am – 1:00 pm (pending weather conditions).

Commissioner Nakama will attend.

14. Mayor’s Commission on Aging meets 1:00 p.m. the second Thursday of each month (January 12, 2012) in the Mayor’s Ceremonial Room

Noted by the COD.

15. Riverside’s Model Deaf Community Committee (MDCC), third Wednesday of the month (January 18, 2012) at 4:00 pm in the 7th Floor Small Conference Room.

Noted by the COD.

ADJOURNMENT: 7:30 pm