

**CALIFORNIA COMMISSION ON DISABILITY ACCESS  
EDUCATION AND OUTREACH COMMITTEE  
MEETING MINUTES**

**June 4, 2014**

**1. CALL TO ORDER**

Chair Betty Wilson welcomed everyone and called the meeting of the Education and Outreach Committee of the California Commission on Disability Access (CCDA or Commission) to order at 10:00 a.m. at the City of Los Angeles Department on Disability, 201 North Figueroa Street, Suite 100, Los Angeles, California 90012.

The off-site meeting locations for teleconference were the Department of Rehabilitation, 721 Capitol Mall, Room 244, 2<sup>nd</sup> Floor, Sacramento, California 95814, the Independent Living Center of Kern County, 5251 Office Park Drive, #200, Bakersfield, California 93309, and the San Francisco Independent Living Resource Center, 649 Mission Street, Third Floor, San Francisco, California 94105.

Chair Wilson reviewed the meeting protocols.

**ROLL CALL**

*Committee Members Present:* Richard Ray  
Jimmie Soto (Teleconference)

*Commissioners Present:* Betty Wilson, Chair  
Chris Downey (Teleconference)

*Committee Members Absent:* None

*Commissioners Absent:* Arnie Lerner  
Lillibeth Navarro  
Michael Paravagna  
Stephen Simon

*Staff Present:* Angela Jemmott, Program Analyst  
Steven Funderburk, Office Technician

*Also Present:* Ida Clair, AIA LEED AP CASp, Senior Architect, Access Code and Policy Division, DSA (Teleconference)  
Donald Parks, Accessible Technology Services (Teleconference)  
Richard Skaff, Executive Director, Designing Accessible Communities (Teleconference)

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Staff Member Jemmott called the roll and announced a quorum was not present.

**APPROVAL OF MEETING MINUTES (APRIL 18, 2014) – ACTION**

A quorum was not present.

**2. COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA**

There was no public comment.

**3. EDUCATION AND OUTREACH STRATEGIES - UPDATE**

**Publications**

**Utilizing Restaurant Guide - Cost for Updating and Producing**

Chair Wilson stated the need to identify who will update and edit Richard Skaff's Restaurant Accessibility Field Guide.

Richard Skaff, the Executive Director of Designing Accessible Communities, noted that the code changes every three years, which will necessitate the updates to the guide.

Staff Member Jemmott asked Ida Clair to respond. Ida Clair, AIA LEED AP Certified Access Specialist (CASP), Senior Architect, Access Code and Policy Division, at the Division of the State Architect (DSA), stated she attended this meeting to gather information and will report back to the Commission in the future.

Committee Member Ray asked if the guide is specifically for restaurants and if it covers parking accessibility.

Mr. Skaff stated he created the guide to specifically cover aspects related to restaurants, including parking and paths of travel, but much of the guide relates to accessibility in a broader sense.

Commissioner Downey asked if the guide defines its scope with respect to application and requirements.

Mr. Skaff stated the guide covers scoping in a minimal sense. He directed Committee Members to access the Restaurant Accessibility Field Guide on the Designing Accessible Communities website home page. Mr. Skaff suggested himself and a woman who is working at Lighthouse for the Blind in San Francisco for making the necessary modifications to the guide.

Commissioner Downey stated his support for Mr. Skaff's proposition, as it is the most expedient way to go.

**Training Modules**

Chair Wilson stated much of industry noncompliance to accessibility laws stems from a lack of understanding. She asked Committee Members for suggestions on the material to incorporate into the training modules to promote a better understanding of the requirements, importance, and benefits of accessibility.

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Mr. Skaff suggested dividing conferences into specific groupings, teaching the basics, and displaying some of the correct supplies, such as paper towel dispensers. He offered to share his PowerPoint presentations with the Commission.

Chair Wilson stated staff will contact Mr. Skaff offline to discuss his ideas.

Commissioner Downey stated the importance of bearing in mind the audience for each module. He suggested a frequently asked questions section with a searchable database to provide answers quickly or to point to the right resources or the right people.

Mr. Skaff stated it would be helpful for a state agency to analyze products in the built environment for accessibility.

Ms. Clair stated products can only be designated as compliant if a certified testing agency follows up on the installation, because that is where compliance is achieved.

**Action Items**

- No action items.

**4. CCDA DATA COLLECTION - DISCUSSION**

**Analysis of Top Ten Access Violations**

Staff Member Jemmott stated the top two violations consistently remain the same: loading zone and parking spaces.

Committee Member Soto requested that staff send the Top Ten list to Committee Members.

**Action Items**

- Staff is to send the Top Ten list to Committee Members.

**5. COLLABORATION AND FUNDING - UPDATE**

**Private and Public Partnerships**

Chair Wilson noted Agenda Items 3, 4, and 5 are blended issues; Committee Members' comments and suggestions would provide focus and direction during the planning process for developing the training modules.

Staff Member Jemmott stated Committee Member Simon offered the City Hall in Los Angeles as a location to hold a workshop in late August. Also, the Department of General Services (DGS) has a small business expo in Sacramento in November and they agreed to allow this Committee to participate. One thousand small businesses typically attend. Staff Member Jemmott suggested asking a CASp and Consumer Attorneys of California to present at these two events.

Chair Wilson stated she will contact Committee Member Simon to work up a draft program for the events and will send the draft to Committee Members to weigh in.

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Mr. Skaff offered his assistance with the production and putting together an accessible product display.

Chair Wilson stated her appreciation for Mr. Skaff's participation and assistance in the August and November events.

Committee Member Soto suggested contacting the five independent living centers (ILCs) in the Los Angeles Area to assist with the events. Also, there are ILCs who have contracts to do trainings, and Committee Member Soto suggested asking them to hold mini trainings in their locations.

Mr. Skaff suggested contacting the chambers of commerce.

Staff Member Jemmott suggested establishing partnerships and producing the guide to hand out at these events as a concrete message to the public.

Chair Wilson stated the need for more volunteers to assist with these events.

Committee Member Soto suggested collaborating with the ILCs to distribute materials relative to the Americans with Disabilities Act (ADA).

Commissioner Downey suggested contacting the small business administrations.

**Action Items**

- Chair Wilson is to contact Committee Member Simon to work up a draft program for the two outreach events and will send the draft to Committee Members.

**6. FUTURE AGENDA ITEMS**

Committee Member Soto requested an agenda item on prevention that would require new businesses to be accessible before they open. He asked what the average dollar amount per year the state spends on accessibility lawsuits is. If the Commission plans to implement changes, it needs to be prepared to state the cost of those changes as compared to the greater savings for the lawsuits.

Donald Parks, of Accessible Technology Services, stated he has a letter of a twelve-year summary of costs of ADA lawsuits, prepared by the ADA Compliance Review Corporation, which states lawsuits cost the state \$29 billion dollars per year. He stated he will send the document to staff for distribution.

Commissioner Downey stated the importance of not only knowing the Top Ten, but knowing why they are the Top Ten, if they require permits, and if they tend to be a problem of enforcement or a problem with the architects.

Staff Member Jemmott stated this is a good workshop topic for the August event.

**7. ADJOURN**

Chair Wilson adjourned the meeting at 12:00 p.m.