



# AGENDA

## IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD REGULAR MEETING

November 7, 2017  
6:00 PM

Irvine Civic Center  
Conference and Training Center  
One Civic Center Plaza  
Irvine, California

---

Speaker's Form/Request to Speak: If you would like to address the Board on a scheduled agenda item, please complete the Request to Speak Form. Forms are located on the table at the entrance to the meeting room. Please identify on the form your name, address (optional) and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Board are recognized. Your name will be called at the time the matter is heard by the Board. City policy is to limit public testimony to three minutes per speaker (unless extended by Chair) which includes the presentation of electronic or audio visual information.

---

### CALL TO ORDER

A regular meeting of the Irvine Residents with Disabilities Advisory Board will be called to order on Tuesday, November 7, 2017, at 6:00 PM in the Conference and Training Center of the Irvine Civic Center, located at One Civic Center Plaza, Irvine, California.

### ROLL CALL

BOARD MEMBER:	JUSTIN CHOI
BOARD MEMBER:	CAROL CONSTANTIN
BOARD MEMBER:	ANDREA DRAYER
BOARD MEMBER:	GREGORY FELIX
BOARD MEMBER:	DAVID GIBBONS
BOARD MEMBER:	FRAN GUSTIN
BOARD MEMBER:	PAUL HARVEY
BOARD MEMBER:	KIMBERLYJEWELL
BOARD MEMBER:	DAYNA MONEY
BOARD MEMBER:	DENNIS NIGGL
BOARD MEMBER:	RICHARD ROBERT
BOARD MEMBER:	BARBARA STERN
VICE CHAIR:	MEENA CHOCKALINGAM
CHAIR:	JUNE McLAUGHLIN

## **INTRODUCTIONS**

### **ANNOUNCEMENTS/COMMITTEE REPORTS/BOARD REPORTS**

---

Announcements are for the purpose of presenting brief comments or reports, are subject California Government Code Section 54954.2 of the Brown Act and are limited to 15 minutes per meeting.

---

#### **Announcements/Reports**

1. Staff Announcements/Reports
  - Disability Services Program Update
2. Board Member Announcements/Reports

#### **Committee Announcements/Reports**

3. Community Awards Program Nominations

### **ADDITIONS AND DELETIONS TO THE AGENDA**

---

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Board meeting.

---

### **PUBLIC COMMENTS**

---

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on the Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

---

### **BOARD BUSINESS**

#### **1. IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MINUTES**

**ACTION:** Approve minutes of the Irvine Residents with Disabilities Advisory Board regular meeting held October 3, 2017.

#### **2. IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD 2018 MEETING SCHEDULE**

**RECOMMENDED ACTION:** Approve the proposed Irvine Residents with Disabilities Advisory Board 2018 meeting schedule.

#### **3. DISABILITY SERVICES NEEDS ASSESSMENT UPDATE**

**RECOMMENDED ACTION:** Receive presentation and provide input.

### **END OF BOARD BUSINESS**

**BOARD DISCUSSION**

**ADJOURNMENT**

Adjourn to an Irvine Residents with Disabilities Advisory Board regular meeting, Tuesday, January 2, 2018, 6:00 PM Irvine Civic Center, in the Conference and Training Center, located at One Civic Center Plaza, Irvine, California.

**NOTICE TO THE PUBLIC**

At 7:30 p.m., the Irvine Residents with Disabilities Advisory Board (Board) will determine which of the remaining agenda items can be considered and acted upon prior to 8 p.m. and will continue all other items on which additional time is required until a future Board meeting. All meetings are scheduled to terminate at 8 p.m.

**STAFF REPORTS**

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Board liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Board meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact the Board liaison at (949) 724-6690.

**SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA**

Any supplemental writings or documents distributed to a majority of the Board regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

**SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS**

Written Materials/handouts:

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Board. Please provide 15 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Board at the time testimony is given.

**CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS**

**AMERICANS WITH DISABILITIES ACT:** It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is *normally* provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the Board liaison at 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

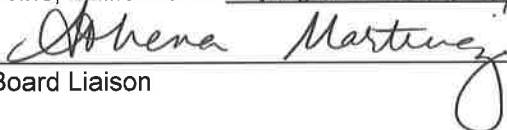
**COMMUNICATION DEVICES**

To minimize distractions, please be sure all personal communication devices are turned off or on silent mode.

**MEETING SCHEDULE**

Regular meetings of the Irvine Residents with Disabilities Advisory Board are held on the first Tuesday of each month at 6:00 p.m. unless otherwise noted. The Irvine Residents with Disabilities Advisory Board Agenda is posted in the Police Department. Meeting agendas and approved minutes are kept current on the City web site at [cityofirvine.org](http://cityofirvine.org).

I hereby certify that the agenda for the Irvine Residents with Disabilities Advisory Board meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby, One Civic Center Plaza, Irvine, California on November 1, 2017 by 5:00 p.m. as well as on the City's web page.

  
Board Liaison

# **MINUTES**

**ITEM 1**



# MINUTES

## IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD REGULAR MEETING

October 3, 2017

Irvine Civic Center  
Conference and Training Center  
One Civic Center Plaza  
Irvine, California

### CALL TO ORDER

A regular meeting of the Irvine Residents with Disabilities Advisory Board was called to order on Tuesday, October 3, 2017, at 6:03 PM in the Conference and Training Center of the Irvine Civic Center, located at One Civic Center Plaza, Irvine, California; Chair McLaughlin presiding.

### ROLL CALL

#### PRESENT:

BOARD MEMBER:	CAROL CONSTANTIN
BOARD MEMBER:	ANDREA DRAYER
BOARD MEMBER:	DAVID GIBBONS
BOARD MEMBER:	FRAN GUSTIN
BOARD MEMBER:	DAYNA MONEY
BOARD MEMBER:	DENNIS NIGGL
BOARD MEMBER:	RICHARD ROBERT
VICE CHAIR:	MEENA CHOCKALINGAM
CHAIR:	JUNE McLAUGHLIN

#### ABSENT:

BOARD MEMBER:	JUSTIN CHOI
BOARD MEMBER:	GREGORY FELIX
BOARD MEMBER:	PAUL HARVEY
BOARD MEMBER:	KIMBERLYJEWELL
BOARD MEMBER:	BARBARA STERN

## **INTRODUCTIONS**

Community Services Supervisor Susie Blanco introduced Council Executive Assistant Dalia Powers.

## **ANNOUNCEMENTS/COMMITTEE REPORTS/BOARD REPORTS**

### **Announcements/Reports**

#### **1. Staff Announcements/Reports**

Supervisor Blanco announced the office of Disability Services is exploring an opportunity to move to Sweet Shade Neighborhood Park with a tentative transition date of July 1, 2018.

Discussion included: site accessibility and implementation of new recreational and sports programming.

#### **2. Board Member Announcements/Reports**

Chair McLaughlin announced her affinity for the new inclusive playground at Orange County Great Park, which incorporates features allowing accessibility for individuals with disabilities.

### **Committee Announcements/Reports**

#### **3. Community Awards Program Nominations - There were none.**

## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were none.

## **PUBLIC COMMENTS**

There were none.

## **BOARD BUSINESS**

### **1. IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MINUTES**

**ACTION:** Moved by Board Member Gibbons, seconded by Board Member Gustin and carried unanimously by members present to approve the minutes of the Irvine Residents with Disabilities Advisory Board regular meeting held September 5, 2017.

Ayes: 9 Chockalingam, Constantin, Drayer, Gibbons, Gustin,  
McLaughlin, Money, Niggel, Robert  
Noes:  
Absent: 5 Choi, Felix, Harvey, Jewell, Stern

## **END OF BOARD BUSINESS**

## **BOARD DISCUSSION**

- Disability Services Needs Assessment Update

Supervisor Blanco reported 409 Needs Assessment surveys were completed at the close of the survey on September 22. Disability Services staff will continue to promote the community meeting scheduled for October 12. The community meeting is open to the public. On November 7, Ersoylu Consulting will present the results of the Needs Assessment to the Board.

Chair McLaughlin thanked Mayor Pro Tem Lynn Schott for her assistance in working with the City of Irvine Public Information Office to support marketing efforts of the Needs Assessment.

- Stakeholder Meetings for the Board's Work Plan

Chair McLaughlin requested the City host stakeholder meetings for local agencies supporting individuals with disabilities and requested this item be included in the Board's Work Plan.

- Affordable Housing

Board Member Gustin provided an update on recent affordable housing opportunities in the City.

Discussion included: affordable housing applications; application deadlines; affordable housing locations; suggestion that an Irvine Company representative join the Board as a non-voting member.

- Disability Friendly Managers Award Criteria

This item was tabled to a 2018 Board Meeting.



- Emergency Services Encounters Training

Program Coordinator Ryan McGraw reported on the Connect with a Cop event that will be held on October 27 from 6:30 to 8:30 p.m. This event provides opportunities for community members to meet informally with Irvine police officers and learn about the City's public safety resources.

**ADJOURNMENT** at 6:50 PM on Tuesday, October 3, 2017.

---

June McLaughlin  
Chair

---

Ryan McGraw  
Community Services Program Coordinator  
Recording Secretary

---

Date

**ITEM 2**



## REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

**MEETING DATE:** NOVEMBER 7, 2017

**TITLE:** IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD  
2018 MEETING SCHEDULE

  
\_\_\_\_\_  
Community Services Manager

  
\_\_\_\_\_  
Deputy Director of Community Services

### RECOMMENDED ACTION

Approve the proposed Irvine Residents with Disabilities Advisory Board 2018 meeting schedule.

### EXECUTIVE SUMMARY

The Irvine Residents with Disability Advisory Board (Board) mission is to identify and recommend programs and services that would meet the social, physical and emotional needs of residents with disabilities, regardless of age. The Board provides advocacy and support for programs serving persons with disabilities, assesses community needs, provides appropriate recommendations to City departments and works collaboratively with organizations within Irvine and the surrounding area that have an impact on Irvine residents with disabilities.

Each year the Board sets an annual meeting schedule as required by Board Bylaws to conduct the Board's mission and purpose. A proposed Board meeting schedule for calendar year 2018 (Attachment 1) is submitted for Board review and approval.

### ANALYSIS

The Board sets an annual meeting schedule for January through December as required by Board Bylaws, Article VI, Section 3, Regular Meetings (Attachment 2).

Board meetings are held monthly, on the first Tuesday of designated months, at 6:00 p.m. at the Irvine Civic Center, Irvine, California, unless otherwise noted. The proposed 2018 meeting schedule is presented for Board review, discussion, and adoption.

The proposed 2018 meeting schedule is prepared for Board approval in accordance with the Brown Act, which requires a 72-hour public notice posting of the Board meeting agenda and location.

### **ALTERNATIVES CONSIDERED**

The Board can amend the proposed 2018 meeting schedule to change regular meeting dates, add or reduce meetings, and/or change the location.

### **FINANCIAL IMPACT**

There is no financial impact to amending and/or approving the proposed meeting schedule for 2018.

**REPORT PREPARED BY**                      Susie Blanco, Community Services Supervisor

### **ATTACHMENT**

1. Irvine Residents with Disabilities Advisory Board Proposed 2018 Meeting Schedule
2. Irvine Residents with Disabilities Advisory Board Bylaws

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD  
PROPOSED 2018 MEETING SCHEDULE

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 2	Irvine Civic Center, CTC	6 p.m.
February 6	Irvine Civic Center, CTC	6 p.m.
March 6	Irvine Civic Center, CTC	6 p.m.
April 3	Irvine Civic Center, CTC	6 p.m.
May 1	Irvine Civic Center, CTC	6 p.m.
June 5	Irvine Civic Center, CTC	6 p.m.
July 4	No Meeting	
August 7	Irvine Civic Center, CTC	6 p.m.
September 4	Irvine Civic Center, CTC	6 p.m.
October 2	Irvine Civic Center, CTC	6 p.m.
November 6	Irvine Civic Center, CTC	6 p.m.
December 5	No Meeting	

**BYLAWS OF  
IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD**

**ARTICLE I**

**Name**

The name of this public entity shall be the Irvine Residents with Disabilities Advisory Board (hereinafter IRDAB), an advisory body of the City of Irvine.

**ARTICLE II**

**Principal Office**

The principal office for the transaction of business is hereby fixed and located in the City of Irvine, County of Orange, California.

**ARTICLE III**

**Purpose and Mission**

**Section 1. Purpose**

The purpose of IRDAB is to serve as a public advisory body of the City of Irvine, reporting to the City's Community Services Commission. The purpose of IRDAB is to be achieved in accordance with the goals and objectives of City Council and Community Services Commission.

**Section 2. Mission**

The mission of IRDAB is to identify and recommend programs and services that would meet the social, physical and emotional needs of residents who have disabilities, regardless of age. IRDAB will also provide advocacy and support for programs related to its mission; assess community needs and provide appropriate recommendations to City departments; and work collaboratively with organizations within Irvine and the surrounding area's that have an impact on Irvine residents with disabilities.

**ARTICLE IV**  
**Membership**

**Section 1. Members**

There shall be but one class of members in this organization, and it shall be designated as IRDAB member with membership not to exceed fourteen (14) voting members, serving pursuant to Section 5310 of the California Government Code. Any action taken by the Board shall be deemed to be action taken by all members of IRDAB.

**Section 2. Composition of Board**

All members must live or work in Irvine. The majority (51 percent) of IRDAB members must be persons with disabilities or directly related to a person with a disability.

**Section 3. Selection of Members**

Members shall be selected through a public recruitment conducted by City staff. Qualified applicants will be invited to participate in an oral interview with a panel identified by IRDAB.

All nominees shall be confirmed by the Community Services Commission. Members shall serve unlimited terms, subject to the constraints of these Bylaws. IRDAB shall have the opportunity to review and comment to the Community Services Commission prior to appointment of new members.

The IRDAB Recruitment process will be continuous and alternative applicants will be placed on a list for future vacancies.

**Section 4. Powers and Duties of the Board**

IRDAB shall have all the primary powers and authorities necessary and convenient to carry out the business and affairs of IRDAB, including the power to invite City residents to serve on ad hoc committees as non-voting participants. IRDAB shall recommend to the City Council through the Community Services Commission such actions as they deem appropriate.

**Section 5. Liabilities and Property Rights of the Board**

No member of IRDAB shall be personally liable for any indebtedness or liability, and any and all creditors shall look only to the City of Irvine's assets for payment.

**ARTICLE V**  
**Officers**

**Section 1. Officers**

The officers of this organization shall be either: Co-chairs and a Secretary; or a Chair, and a Vice Chair. All officers shall be elected by and hold office at the pleasure of IRDAB.

**A. Co-chairs**

Subject to the control of IRDAB, and in lieu of an elected Chair and Vice Chair, Co-chairs shall share general supervision, direction, and control of the business and affairs of this organization. They shall preside at all IRDAB meetings on a rotating basis.

**B. Chair**

Subject to the control of IRDAB, the Chair shall have the general supervision, direction and control of the business and affairs of this organization. The Chair shall preside at the IRDAB meetings and represent IRDAB at its direction.

**C. Vice Chair**

In the absence or resignation of the Chair, the Vice Chair shall perform all of the duties of the Chair, and in so acting shall have all of the powers of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed, from time to time, by IRDAB.

**Section 2. Election**

Regular election of officers shall be held at IRDAB's September meeting of even-numbered years. IRDAB shall elect its officers from its membership, by majority vote of members present. The term of office shall be two (2) years, commencing upon election.

**Section 3. Removal or Resignation of Officers**

Any officer may resign from office at any time by giving written notice to the Chair or Co-chair. Any such resignation shall take effect at the time of the receipt of such notification, unless otherwise specified in the resignation letter and agreed to by IRDAB. Resignation as an officer does not constitute resignation from IRDAB.



Any officer may be removed from office by a quorum of IRDAB, using procedures specified in Article VII. Removal from office shall not constitute removal from the IRDAB.

Section 4. Vacancies in the Offices of the Organization

A vacancy in any office of this organization shall be filled for the remainder of the unexpired term at the earliest opportunity, at a regular meeting. The office shall be filled from IRDAB's own membership, by election of majority vote of members present.

**ARTICLE VI**  
**Meetings**

Section 1. Notice of Meetings

All meetings shall be noticed as required by law.

Section 2. Quorum and Adjournment

The presence of at least 51 percent of IRDAB members shall constitute a quorum for the transaction of business at any meeting of IRDAB. In the event that less than a quorum of members shall be present at any meeting, the members of IRDAB who are present may adjourn the meeting, but may not transact any business, and the time and place of holding the next meeting will be publicly noticed.

Section 3. Regular Meetings

The Board shall establish the date and time to hold regular meetings at a frequency determined by the Committee to be necessary for the conduct of the Board's purpose and mission. All regular meeting notices shall be posted in a location freely accessible to the public at least 72 hours before the time of the meeting and must describe the business to be transacted.

Section 4. Special Meetings

A special meeting may be called at any time by the Chair or Co-chair or by a majority of the members of IRDAB, by delivering personally or by mail written notice to each member and notice as required by law for general circulation, and by posting notice in a location freely accessible to the public 24 hours before the time of the meeting. The notice must specify both the time and the place of the meeting and the business to be transacted.

Section 5. Attendance

Attendance at regular meetings is a duty and obligation of each member. Any member who will be absent from any regular or special meeting must notify the IRDAB Secretary or the assigned City staff person by phone, email or letter received in advance of the meeting. Such advance notification shall constitute a "notified absence."

**ARTICLE VII**

**Removal and Resignation of Members**

Section 1. Resignation

A member may resign at any time by giving written notice to the Chair, Co-chair or the IRDAB Secretary. Any such resignation shall take effect at the time of the receipt of such notification, unless otherwise specified in the resignation letter and agreed to by IRDAB.

Section 2. Involuntary Removal

Any member may be terminated from IRDAB for lack of attendance or for cause by a vote of the majority of all IRDAB members.

A. Removal for Lack of Attendance

IRDAB May, at its discretion, terminate a member's appointment for any of the following:

- a. Two consecutive unnotified absences; or
- b. Four consecutive absences; or
- c. Five absences (not consecutive) in one calendar year.

Any removal action taken because of absences must be taken at the next appropriate meeting date, and cannot be done at a later date.

B. Removal of Member for Cause

Members serve at the pleasure of the Community Services Commission, but IRDAB may remove a member for cause. Such cause shall include, but is not limited to, violation of attendance requirements.

Section 3. Action on Removal

Action on termination must be through a meeting agenda item which specifies the member whose termination is sought and the reasons for such proposed action. In addition, the IRDAB Secretary must send a letter to such member, informing him/her of the proposed action. At the meeting, the member shall have an opportunity to be heard regarding the reasons why such termination should not occur. Termination of a member must be by a majority of IRDAB, not by a majority of the quorum.

**ARTICLE VIII**  
**Amendment of Bylaws**

These bylaws may be amended or repealed and new bylaws adopted by a vote of the majority of members of IRDAB at any meeting of IRDAB.

Date: 10-7-14

Signed:   
Chair

**ITEM 3**



# REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

**MEETING DATE:** NOVEMBER 7, 2017

**TITLE:** DISABILITY SERVICES NEEDS ASSESSMENT UPDATE

  
\_\_\_\_\_  
Community Services Manager

  
\_\_\_\_\_  
Deputy Director of Community Services

## RECOMMENDED ACTION

Receive presentation and provide input.

## EXECUTIVE SUMMARY

The Irvine Residents with Disability Advisory Board (Board) mission is to identify and recommend programs and services that would meet the social, physical and emotional needs of residents who have disabilities, regardless of age. The Board provides advocacy and support for programs serving persons with disabilities, assesses community needs, provides appropriate recommendations to City departments and works collaboratively with organizations within Irvine and the surrounding area that have an impact on Irvine residents with disabilities.

The City Council approved funding in the Fiscal Year 2016-17 budget to conduct a disability services needs assessment to guide the development of the Board's work plan. The City contracted with Ersoylu Consulting to conduct this effort. As part of the needs assessment process, key stakeholder meetings, a community input meeting and a community survey have been completed. Findings from these efforts will be shared with the Board for input and feedback.

## ANALYSIS

In spring of 2017, the City began working with Ersoylu Consulting on an outreach campaign to engage the community to learn more about the needs and interests of residents with disabilities. Four key stakeholder meetings were held in May

and September with a community meeting held in October. A public survey to gather input for the needs assessment was available online from May through September. Approximately 70 people participated in the stakeholder and community meetings and more than 400 individuals responded to the community survey.

Ersoylu Consulting will present the Board with outcomes of the outreach effort. Information will include input received from the stakeholder and community meetings including identified strengths in existing services for people with disabilities in Irvine; gaps in services; and suggestions for meeting community needs. Information will also include data from the community survey including use of existing services; identified unmet needs; barriers to accessing services; and suggestions for additional programs and services.

The information presented, along with Board feedback, will be used to develop a Disability Services Needs Assessment report which will be presented to the Board in early 2018. Following receipt of the report, the Board will work with Ersoylu Consulting on the development of the Board's three-year work plan.

#### **ALTERNATIVES CONSIDERED**

The Board could choose to wait to review the findings from the needs assessment process until the draft Needs Assessment report is complete and ready for Board review.

#### **FINANCIAL IMPACT**

There is no financial impact of the Board's review of the needs assessment findings.

#### **REPORT PREPARED BY**

Susie Blanco, Community Services Supervisor