



AGENDA

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD SPECIAL MEETING

**JANUARY 5, 2021
6:00 PM**

**Sweet Shade Ability Center
15 Sweet Shade
Irvine, California**

**IMPORTANT PUBLIC HEALTH AND SAFETY MESSAGE REGARDING PARTICIPATION
IN THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MEETING**

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, AND THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE ORANGE COUNTY HEALTH CARE AGENCY, AS WELL AS THE CITY OF IRVINE EMERGENCY DECLARATION, THE PUBLIC WILL NOT BE PERMITTED TO PHYSICALLY ATTEND THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MEETING TO WHICH THIS AGENDA APPLIES.

YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA EMAIL TO CPAWAR@CITYOFIRVINE.ORG. EMAILS RECEIVED FOR AGENDA ITEMS WILL BE READ INTO THE RECORD AT THE TIME DETERMINED BY THE CHAIRPERSON.

PLEASE NOTE: THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. IT WOULD BE APPRECIATED IF COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING, AT LEAST 24 HOURS BEFORE THE MEETING. SPECIFIC DETAILS ABOUT HOW TO OBSERVE AND PARTICIPATE, WHICH MAY INCLUDE EITHER TELE-CONFERENCING, VIDEOCONFERENCING, OR ANOTHER EQUIVALENT OPTION, WILL BE INCLUDED ON THE CITY'S WEBSITE.

Speaker’s Form/Request to Speak: If you would like to address the Board on a scheduled agenda item, please complete a Request to Speak Form, located on the table at the entrance to the meeting room. Please return completed form 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

ROLL CALL

BOARD MEMBER:	BRENDA DEELEY
BOARD MEMBER:	ANDREA DRAYER
BOARD MEMBER:	DAVID GIBBONS
BOARD MEMBER:	KAY KALRA
BOARD MEMBER:	JENNIFER KIM
BOARD MEMBER:	JAMES MORGAN
BOARD MEMBER:	DENNIS NIGGL
BOARD MEMBER:	BARBARA STERN
CHAIR:	MEENA CHOCKALINGAM

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PRESENTATION

Sweet Shade Community Park Playground Update – Rachel McLure, Community Services Senior Planner

ANNOUNCEMENTS/COMMITTEE REPORTS/BOARD REPORTS

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

Announcements/Reports

1. Staff Announcements/Reports
2. Board Member Updates

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. MINUTES

ACTION: Approve the minutes of a regular meeting of the Irvine Residents with Disabilities Advisory Board held on October 6, 2020.

2. IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD 2021 MEETING SCHEDULE

ACTION: Approve the proposed Irvine Residents with Disabilities Advisory Board 2021 meeting schedule.

3. IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ELECTION OF OFFICERS

ACTION: Conduct election of Irvine Residents with Disabilities Advisory Board Chair and Vice Chair for a two-year term commencing upon election.

END OF BOARD BUSINESS

ADJOURNMENT

Adjourn to a regular meeting of the Irvine Residents with Disabilities Advisory Board on **Tuesday, February 2, 2021, 6:00 PM.**

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) 724-6633.

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 949-724-6633 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.

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 December 31, 2020 by 5:30 p.m. as well as on the City's web page.

Athena Martínez, Board Liaison

MINUTES

ITEM 1



MINUTES

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD REGULAR MEETING

October 6, 2020

Sweet Shade Ability Center
15 Sweet Shade
Irvine, California

CALL TO ORDER

The regular meeting of the Irvine Residents with Disabilities Advisory Board was called to order at 6:07 PM by Chair Chockalingam.

ROLL CALL

Present:

BOARD MEMBER:	BRENDA DEELEY
BOARD MEMBER:	DAVID GIBBONS
BOARD MEMBER:	KAY KALRA
BOARD MEMBER:	JENNIFER KIM
BOARD MEMBER:	JAMES MORGAN
CHAIR:	MEENA CHOCKALINGAM

Absent:

BOARD MEMBER:	ANDREA DRAYER
BOARD MEMBER:	DENNIS NIGGL
BOARD MEMBER:	BARBARA STERN

INTRODUCTIONS

Community Services Supervisor Ryan McGraw introduced new Community Services Manager, Cory Hilderbrand.

PRESENTATIONS

There were no presentations.

ANNOUNCEMENTS/COMMITTEE REPORTS/BOARD REPORTS

Staff Announcements/Reports

1. Staff Announcements/Reports

Supervisor McGraw shared the following:

- Disability Services has been: offering virtual programs to participants; establishing procedures and protocols to re-open Sweet Shade Ability Center; and providing resources to Irvine residents.
- TRIPS program has been working with Senior Services Meals On Wheels program to deliver meals during COVID-19.
- The Board has five vacancies and will resume the recruitment process once in-person services return.

Community Services Superintendent Sandra Salcedo shared the following:

- Board Chair and Vice Chair nominations and elections will take place during the November 10, 2020 meeting.

2. Board Member Announcements/Reports

- Board Members Gibbons and Kalra volunteered to conduct interviews for the Board recruitment.
- Board Member Kim reported on seminars for families and provided information for those who are interested in creating a housing network model for the disabled community to be offered online by the Autism Housing Network. Board Member Deeley reported she is registered to attend.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

BOARD BUSINESS

1. MINUTES

ACTION: Moved by Board Member Gibbons and seconded by Board Member Deeley to approve the minutes of the Irvine Residents with Disabilities Advisory Board regular meeting held on March 3, 2020.

The motion carried as follows:

Ayes: 6 Chockalingam, Deeley, Gibbons, Kalra, Kim, Morgan

Noes: 0

Absent: 3 Drayer, Niggl, Stern

END OF BOARD BUSINESS

ADJOURNMENT

Moved by Board Member Gibbons, seconded by Board Member Deeley, and unanimously carried by members present to adjourn the meeting at 6:24 PM on Tuesday, October 6, 2020.

Meena Chockalingam, Chair

Cory Pawar
Community Services Program Coordinator
Recording Secretary

Date

ITEM 2

The proposed 2021 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 may choose to amend the proposed 2021 meeting schedule to change regular meeting dates, add or reduce meetings, and/or change the meeting location.

FINANCIAL IMPACT

There is no financial impact to amending and/or approving the proposed meeting schedule for 2021.

REPORT PREPARED BY Sandra Salcedo, Community Services Superintendent

ATTACHMENT

Irvine Residents with Disabilities Advisory Board Proposed 2021 Regular Meeting Schedule

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD
PROPOSED 2021 REGULAR MEETING SCHEDULE

All meetings to convene at 6 p.m. at
Sweet Shade Ability Center
15 Sweet Shade, Irvine

<u>Date</u>	<u>Time</u>
January 5	6 p.m.
February 2	6 p.m.
March 2	6 p.m.
April 6	6 p.m.
May 4	6 p.m.
June 1	6 p.m.
July 6	No Meeting
August 3	6 p.m.
September 7	6 p.m.
October 5	6 p.m.
November 9*	6 p.m.
December 7	No Meeting

**November meeting to be held on the second Tuesday
due to Election Day on November 2*

ITEM 3



REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

MEETING DATE: JANUARY 5, 2021

TITLE: IRVINE RESIDENTS WITH DISABILITIES ADVISORY
BOARD ELECTION OF OFFICERS


Community Services Manager

RECOMMENDED ACTION

Conduct election of Irvine Residents with Disabilities Advisory Board Chair and Vice Chair for a two-year term commencing upon election.

EXECUTIVE SUMMARY

The mission of Irvine Residents with Disability Advisory Board (Board) 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 also provides advocacy and support for programs related to its mission; assesses community needs and provides appropriate recommendations to City departments; and works collaboratively with organizations within Irvine and the surrounding areas that have an impact on Irvine residents with disabilities.

In accordance with Board Bylaws, Item 7.0, Officers, the officers of the Board shall be a Chair and a Vice Chair. In accordance with Section 7.1, Election, regular election of officers shall be held at the Board's November meeting of even-numbered years. The Board shall elect its officers from its membership, by majority vote of members present. The term of office shall be two years, commencing upon election.

ANALYSIS

In accordance with Board Bylaws, election of officers shall be held at the Board's November meeting of even-numbered years, however, due to a lack of quorum, the November 2020 meeting was canceled.

The Board operates with a Chair and Vice Chair and the duties of the officers as stated in the Bylaws, Item 7.0, Officers are:

Section 7.2 - Chair:

- The Chair shall be responsible for the general supervision, direction and control of the business and affairs of this Board. The Chair shall preside over all meetings and represent the Board to the Commission, the City Council and City staff.

Section 7.3 - 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 authority of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed by the Board.

ALTERNATIVES CONSIDERED

The Board may choose to postpone elections to a future meeting.

FINANCIAL IMPACT

Board members serve as volunteers. There is no financial impact to the General Fund in conducting election of Board officers.

REPORT PREPARED BY Sandra Salcedo, Community Services Superintendent

ATTACHMENT

Irvine Residents with Disabilities Advisory Board Bylaws



IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD BYLAWS

Community Services Resolution Number: 18-05
Community Services Commission Approved: 06/06/2018


Director of Community Services

1.0 NAME

The name of this advisory body of the City of Irvine shall be the Irvine Residents with Disabilities Advisory Board (hereinafter "Board").

2.0 LOCATION

The principal office for the transaction of business is hereby fixed and located at One Civic Center Plaza in Irvine, California.

3.0 PURPOSE, MISSION, AND DUTIES

3.1 Purpose - The Board's purpose is to serve as an advisory body of the City of Irvine, reporting to the Community Services Commission (hereinafter "Commission"). The Board shall represent residents with disabilities in their deliberations and actions.

3.2 Mission - The Board's 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.

3.3 Duties - The Board's duties include, but shall not be limited to, providing advocacy and support for programs related to its mission; assessing community needs and providing appropriate recommendations to City departments; working collaboratively with organizations within Irvine and the surrounding areas that have an impact on Irvine residents with disabilities by informally sharing information learned at meetings, promoting City events for individuals with disabilities and sharing questions, concerns and ideas from the community with the Commission.

The Board shall have all the primary powers and authorities necessary and convenient to carry out the business and affairs of the Board, including the power to invite City residents to serve on ad hoc committees and non-voting participants. The Board shall recommend to the Commission such actions as they deem appropriate, and the Commission can convey such recommendations to the City Council as it deems appropriate.

The Board shall report annually to the Commission on its goals and accomplishments.

4.0 GENERAL STATEMENT OF POLICY

Provisions of the Irvine Municipal Code, Title I, Division 4-Commissions and Committees, are applicable to all Commissions and Committees appointed by, or otherwise operating under authority of the City of Irvine, the City Council and/or its properly appointed delegate.

5.0 MEMBERSHIP

The Board shall consist of no more than fourteen (14) voting members ("Board Members"). All Board Members must live or work in Irvine. The majority (i.e. greater than 50 percent) of the Board must be either 1) a person with disabilities or 2) an immediate family member of a person with a disability.

5.1 Member Appointments and Terms

Board Members shall be selected through a public recruitment process conducted by City staff. All interested persons shall submit written applications and applicants that meet one of the two criteria discussed above will be invited to participate in an oral interview conducted by a panel designated by the Board consisting of its Board Members.

Recommendations of the panel shall be presented to the Board for consideration, and the Board's nominations shall be forwarded to the Commission for their review, at which point such a nominee may be formally appointed by the Commission.

The Board's recruitment process will be continuous and qualified applicants will be placed on a list for future vacancies should the need arise. Appointed Board Members shall serve unlimited terms, subject to the constraints of these Bylaws.

5.2 Resignation, Vacancies, and Removal

5.2.1 Resignation - Any Board Member or officer may resign at any time by giving written notice to the Chair or Vice Chair.

5.2.2 Vacancies - In the event a vacancy is created, it shall be filled by the same method by which the vacancy was previously filled, at a timeline established by the Board.

5.2.3 Removal - Absence from five (5) meetings per calendar year may constitute the removal of the member. In the event a Board Member fails to attend five meetings in a calendar year, the Board may, by motion, move to remove the Board Member from the Board. A majority vote of the Board Members present at the duly constituted meeting shall be required to carry such a motion.

6.0 VOTING

- 6.1 One Vote Per Member - Board Members shall be entitled to one vote.
- 6.2 Proxy Votes - No proxy votes are permitted.

7.0 OFFICERS

Officers of the Board shall include a Chair and a Vice Chair, each of whom shall be a voting member of the Board. The officers shall be elected by the Board every other year.

- 7.1 Election - Regular election of officers shall be held every other year, at the Board's November meeting of even-numbered years. The term of office shall be two (2) years, commencing upon election.
- 7.2 Chair - The Chair shall be responsible for the general supervision, direction, and control of the business and affairs of this Board. The Chair shall preside over all meetings and represent the Board to the Commission, the City Council and City staff.
- 7.3 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 authority of the Chair. The Vice Chair shall have such other powers and perform such other duties as may be prescribed by the Board.

8.0 MEETINGS

All meetings shall be open to the public and shall conform to the provisions of the "Ralph M. Brown Act".

- 8.1 Agenda - Agenda items may be submitted thirty (30) days in advance by any Board Member upon notification to the Chair or City liaison. The agenda shall be established with items as coordinated by the Chair and City liaison.
- 8.2 Procedures - Robert's Rules of Order shall govern the general conduct of meetings.
- 8.3 Quorum - A majority of the Board Members shall constitute a quorum. A majority vote of the Board Members at a duly constituted meeting shall be required to carry a motion, proposal and/or resolution.
- 8.4 Regular Meetings - The Board shall meet on the first Tuesday of the month as noted on the annual schedule approved by the Board. All regular meeting agendas shall be posted in a location accessible to the public at least 72 hours before the time of the meeting and must describe the business to be transacted.

8.5 Special Meetings - A special meeting may be called at any time by the Chair or by a majority of the members of the Board, by delivering personally, by mail, or by email written notice to each member and by circulating the agenda as required by law, and by posting the agenda in a location freely accessible to the public at least 24 hours before the meeting. The special meeting notice must specify both the time and the place of the meeting and the business to be transacted.

9.0 BYLAWS

Amendments to these bylaws are subject to approval and adoption by the Commission by a majority of the members present at a duly constituted meeting of the Commission.