



AGENDA

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD REGULAR MEETING

Jennifer Kim
Chair

Liza Krassner
Vice Chair

Board Members:
Katherine Claxton
RJ De Rama
Andrea Drayer
Tala Fazeli
Janie Mulrain
Michelle Smith
Pamela Torres
Mimosa Tran

November 1, 2022
6:00 PM

Irvine Civic Center
1 Civic Center Plaza
Second Floor, Meeting Room B203
Irvine, CA 92606

PARTICIPATION AT IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MEETINGS

MEETINGS ARE AVAILABLE TO ATTEND IN-PERSON AT THE SWEET SHADE ABILITY CENTER OR WATCHED LIVE THROUGH THE "ZOOM" APPLICATION. INFORMATION FOR "ZOOM" CAN BE FOUND ONLINE AT CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD. YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA MAIL TO "ATTN: IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD," 1 CIVIC CENTER PLAZA, IRVINE, CA 92606; BY EMAIL TO DISABILITYSERVICES@CITYOFIRVINE.ORG; OR VIA E-COMMENT AT CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD. YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM." FOR MORE INFORMATION, VISIT CITYOFIRVINE.ORG/DISABILITY-SERVICES/IRVINE-RESIDENTS-DISABILITIES-ADVISORY-BOARD.

REQUEST TO SPEAK IN PERSON: IF YOU WOULD LIKE TO ADDRESS THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ON A SCHEDULED AGENDA ITEM, NON-AGENDA ITEM, OR PUBLIC HEARING, PLEASE FILL OUT A REQUEST TO SPEAK FORM AND SUBMIT TO THE RECORDING SECRETARY. WE RESPECTFULLY ASK THAT YOU IDENTIFY ON THE FORM YOUR NAME AND THE ITEM(S) ON WHICH YOU WOULD LIKE TO SPEAK. THE REQUEST TO SPEAK FORM ASSISTS THE CHAIR IN ENSURING THAT ALL PERSONS WISHING TO ADDRESS THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ARE RECOGNIZED. IT ALSO ENSURES THE ACCURATE IDENTIFICATION OF MEETING PARTICIPANTS IN THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD MINUTES. YOUR NAME WILL BE CALLED AT THE TIME PUBLIC COMMENTS AND PUBLIC HEARINGS ARE HEARD BY THE IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD. CITY POLICY IS TO LIMIT PUBLIC TESTIMONY TO UP TO THREE MINUTES PER SPEAKER DEPENDING ON RELEVANT CIRCUMSTANCES, WHICH INCLUDES THE PRESENTATION OF ELECTRONIC OR AUDIO-VISUAL INFORMATION. SPEAKERS MAY NOT YIELD THEIR TIME TO OTHER PERSONS.

PLEASE TAKE NOTICE THAT THE ORDER OF SCHEDULED AGENDA ITEMS BELOW AND/OR THE TIME THEY ARE ACTUALLY HEARD, CONSIDERED AND DECIDED MAY BE MODIFIED BY THE CHAIR DURING THE COURSE OF THE MEETING, SO PLEASE STAY ALERT.

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. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT THE COMMUNITY SERVICES DEPARTMENT AT 949-724-6637, OR VIA EMAIL AT DISABILITYSERVICES@CITYOFIRVINEORG. IT WOULD BE APPRECIATED IF WRITTEN 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.

CALL TO ORDER

ROLL CALL

INTRODUCTIONS

PUBLIC COMMENTS – AGENDIZED ITEMS

Public comments 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.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

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 three minutes per person. If you wish to speak, please complete a Speaker's Form and submit it to the Recording Secretary.

STAFF ANNOUNCEMENTS

BOARD MEMBER ANNOUNCEMENTS

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 3 minutes per Speaker.

1. BOARD SUBCOMMITTEE REPORTS

1.1 Community Advocacy and Outreach

1.2 Access and Functional Needs

1.3 Special Projects and Collaboration

1.3.1 Disability Friendly Community Member Award – Interview Presentation

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.

2. BOARD BUSINESS

2.1 MINUTES

RECOMMENDED ACTION:

Approve the minutes of the special meeting of the Irvine Residents with Disabilities Advisory Board held August 30, 2022.

2.2 IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD 2023 MEETING SCHEDULE

RECOMMENDED ACTION:

Approve the Irvine Residents with Disabilities Advisory Board meeting schedule for calendar year 2023.

2.3 IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ELECTION OF OFFICERS

RECOMMENDED ACTION:

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

ADJOURNMENT

Next Meeting: Irvine Residents with Disabilities Advisory Board regular meeting, **Tuesday, February 7, 2023, 6 p.m., location to be announced.**

NOTICE TO THE PUBLIC

At 7:30 p.m., the Irvine Residents with Disabilities Advisory 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 Irvine Residents with Disabilities Advisory 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 Irvine Residents with Disabilities Advisory Board liaison and are available for public inspection and copying once the agenda is publicly posted, (at least seven days prior to a regular Irvine Residents with Disabilities Advisory 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 Irvine Residents with Disabilities Advisory Board liaison at (949) 724-6637.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Irvine Residents with Disabilities Advisory Board regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, 1 Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review on the City's website and 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 Irvine Residents with Disabilities Advisory 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 Irvine Residents with Disabilities Board at the time testimony is given.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

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 Irvine Residents with Disabilities Advisory Board liaison at (949) 724-6637 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 AND ELECTRONIC DEVICES

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

MEETING SCHEDULE

Regular meetings of the Irvine Residents with Disabilities Advisory Board are held quarterly on the first Tuesday of February, May, August, and November. Agendas are available at the following locations:

- Community Services Department
- Police Department
- Front Entrance of City Hall
- City's web page 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 of City Hall, 1 Civic Center Plaza, Irvine, California on October 24, 2022 by 5:30 p.m. as well as on the City's web page.


Board Liaison

BOARD BUSINESS

**ITEM 2.1
MINUTES**



MINUTES

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD SPECIAL MEETING

August 30, 2022
Sweet Shade Ability Center
15 Sweet Shade
Irvine, CA 92606

CALL TO ORDER

A special meeting of the Irvine Residents with Disabilities Advisory Board (Board) was called to order at 6:14 p.m. on August 30, 2022, in the Sweet Shade Ability Center, 15 Sweet Shade, Irvine, California; Chair Kim presiding.

ROLL CALL

Present:	9	Board Member:	Katherine Claxton*
		Board Member:	RJ De Rama*
		Board Member:	Andrea Drayer
		Board Member:	Tala Fazeli
		Board Member:	Liza Krassner
		Board Member:	Janie Mulrain
		Board Member:	Pamela Torres*+
		Board Member:	Mimosa Tran
		Chair:	Jennifer Kim

**attended virtually*
+arrived at 6:15 p.m.

Absent:	1	Board Member:	Michelle Smith
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COVID-19 HEALTH ANNOUNCEMENT

Ryan McGraw, Community Services Supervisor, read the COVID-19 public health announcement.

INTRODUCTIONS

There were no introductions.

PUBLIC COMMENTS – AGENDIZED ITEMS

There were no requests to speak.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no requests to speak.

STAFF ANNOUNCEMENTS

There were no staff announcements.

BOARD MEMBER ANNOUNCEMENTS

1. BOARD MEMBER ANNOUNCEMENTS

1.1 Community Advocacy and Outreach

Chair Kim and Board Member Krassner discussed participation at Global Village Community Services Department information booth and asked for those interested to sign up for open timeslots.

1.2 Access and Functional Needs

Board Member Fazeli discussed park improvements and highlighted group's own expertise in ADA compliance regarding the Universal Playground.

1.3 Special Projects and Collaborations

Board Member Tran discussed nominating an IUSD member for the Disability-Friendly Community Member Award.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

1. BOARD BUSINESS

1.1 MINUTES

ACTION: Moved by Board Member Tran, seconded by Board Member Mulrain, and unanimously carried by those members present (Board Member Smith absent) to approve the minutes of a regular meeting of the Irvine Residents with Disabilities Advisory Board held on May 3, 2022.

1.2 IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD VICE CHAIR ELECTION

Supervisor McGraw presented the staff report and reviewed the role and responsibility of Vice Chair as presented in Board Bylaws.

Chair Kim nominated Board Member Krassner to serve as Vice Chair; nomination was accepted. No other nominations were submitted.

ACTION: Moved by Chair Kim, seconded by Board Member Krassner, and unanimously carried by those members present (Board Member Smith absent) to elect Board Member Krassner as Vice Chair.

END OF BOARD BUSINESS

ADJOURNMENT

Moved by Board Member Mulrain, seconded by Board Member Drayer, and unanimously carried to adjourn the meeting at 6:35 p.m.

BOARD CHAIR

Ryan McGraw
Community Services Supervisor
Recording Secretary

Date Approved

ITEM 2.2
2023 MEETING SCHEDULE



REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

MEETING DATE: NOVEMBER 1, 2022

TITLE: IRVINE RESIDENTS WITH DISABILITIES ADVISORY
BOARD 2023 MEETING SCHEDULE

A handwritten signature in blue ink that reads "Pamela Brand".

Director of Community Services

RECOMMENDED ACTION

Approve the Irvine Residents with Disabilities Advisory Board meeting schedule for calendar year 2023.

EXECUTIVE SUMMARY

The Irvine Residents with Disability Advisory Board (Board) serves as an advisory board to the Community Services Commission. The Board's 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.

At its November meeting each year, the Board sets an annual meeting schedule to conduct the Board's mission and purpose for the next year. A meeting schedule for calendar year 2023, presented as Attachment, is submitted for Board review and approval.

ANALYSIS

The Board provides advocacy and support for programs serving persons with disabilities; assesses community needs and 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 Board achieves this work by meeting regularly on a prearranged schedule agreed upon by its members.

Board meetings are held quarterly on the first Tuesday of designated months at 6 p.m. at the Sweet Shade Ability Center in Irvine, California, unless otherwise noted. The proposed 2023 meeting schedule is presented for Board consideration, and adoption.

ALTERNATIVES CONSIDERED

The Board may choose to amend the proposed 2023 meeting schedule to change regular meeting dates, times, and/or location.

FINANCIAL IMPACT

There are no new financial impacts associated with approving the 2023 Board meeting schedule.

REPORT PREPARED BY Sandra Salcedo, Community Services Supervisor

ATTACHMENT

Irvine Residents with Disabilities Advisory Board Proposed 2023 Regular Meeting Schedule

IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD
PROPOSED 2023 REGULAR MEETING SCHEDULE

All meetings to convene at
Sweet Shade Ability Center
15 Sweet Shade, Irvine

<u>Date</u>	<u>Time</u>
February 7	6 p.m.
May 2	6 p.m.
August 1	6 p.m.
November 14*	6 p.m.

**the second Tuesday of the month to accommodate Election Day on November 7*

ATTACHMENT

ITEM 2.3
ELECTION OF OFFICERS



REQUEST FOR IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ACTION

MEETING DATE: NOVEMBER 1, 2022

TITLE: IRVINE RESIDENTS WITH DISABILITIES ADVISORY BOARD ELECTION OF OFFICERS

Director of Community Services

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 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, presented as Attachment, election of officers shall be held at the Board's November meeting of even-numbered years. The Board operates with a Chair and Vice Chair and the duties of the officers as stated in the Bylaws, Item 7.0 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 until the February 2023 meeting.

FINANCIAL IMPACT

There are no new financial impacts in conducting an 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.