



CITY OF OAKLAND  
Mayor's Commission on Persons with Disabilities (MCPD)  
\*\*Special Year-End Retreat\*\*  
**Monday, December 19, 2016, 4:30 p.m. – 7:30 p.m.**

**DRAFT MINUTES**

- I. Called to order at 4:40 p.m.
- II. Roll Call (**Exhibit A1**)
- III. Public Comments: None
- IV. Commissioner's Announcements:
  - Commissioner Sarah Garner announced that the Allen Temple Baptist Church Faith and Disability Summit is being rescheduled, new date to be announced.
- V. Approval of Minutes: Moved by Chair Thomas Gregory with a modification to reflect that Commissioner Caleb van Docto was in fact present on roll call; seconded by Commissioner Garner, unanimously approved as modified.
- VI. Agenda Modification and Approval: Moved by Chair Gregory with no modifications. Seconded by Commissioner Frank Sperling, unanimously approved.
- VII. Chairperson's Report
  - A. Calendar Year 2016 MCPD Highlights and Annual Report
    - ADA Programmatic Access Coordinator Sherri Rita reminded the group that the last MCPD report to the Life Enrichment Committee was in June of 2014.

- Chair Gregory led a discussion regarding accomplishments of the MCPD over the past year.
- Chair Gregory announced Preet Anand's departure from the commission.

## B. Housing Modification Funding

- Chair Gregory additionally reported on a recent City of Oakland Community Development Block Grant opportunity that could have supported home modification providers, but because the grants were subject to the identification of district-specific priorities and disability access was not among priorities identified, the funding was not going to home modification providers.
- Co-Vice Chair Zisser asked for clarification regarding the entity overseeing identification of district priorities.
- Ms. Rita stated staff would investigate and report back.

## VIII. Staff Reports

### A. ADA Programs Division Report

- In Ms. Calabrese's absence, Ms. Rita reported that the Division does not have updated information to share regarding Fiscal Year 2017-19 budget development, and that staff would ensure the commission is briefed on any opportunities to participate in the budget process as soon as such information is available.

## IX. MCPD Strategic Planning for 2017

### A. Exercise: Goals, Objectives, and Strategies for 2017

- Chair Gregory led the discussion regarding potential goals for the commission in 2017. The discussion loosely followed the SMART framework (Specific, Measurable, Achievable, Relevant, and Time-Bound).
- The goals, objectives, and strategies discussed included the following:
  1. Goal: Oakland's Transportation Options are usable by persons with disabilities, including emerging options such as bike share, Transportation Network Companies, and car share, based on best practices and legal requirements.
    - a. Objective: Bike Share is usable by persons with disabilities through the acquisition of adaptive bikes that are available as conveniently and in same manner as regular bikes.
      - i. Strategy: Work with Oakland's Department of Transportation (OakDOT) to make Bay Area Bike Share accessible to persons with disabilities in Oakland, including the acquisition of sufficient adaptive bikes.
      - ii. Strategy: Work with OakDOT to implement specific projects implementing Measure KK-funded, accelerated ADA Transition Plan improvements in the public right of way
  2. Goal: Improve Police Accountability with respect to persons with disabilities.
    - a. Objective: Identify areas for improvement in policies and training, and deliver recommendations to Oakland Police Department and the Mayor.

- i. Strategy: Collect and analyze data on persons with disabilities in jail.
  - ii. Strategy: Establish relationships with Civilian Police Review Board, Police Commission, and Crisis Intervention Team program.
3. Goal: Improve MCPD presence and community engagement in civic processes, including increase in MCPD meeting attendance by members of the public.
  - a. Objective: Measurable increase in public participation in MCPD meetings and other civic engagement opportunities.
    - i. Strategy: Revitalize MCPD's Facebook presence.
    - ii. Strategy: Represent MCPD at at least two relevant outreach events in 2017.
    - iii. Strategy: Develop MCPD outreach materials
    - iv. Strategy: Identify and be present where persons with disabilities are located
    - v. Strategy: conduct listening tour to gather information regarding the characteristics and needs of the disability community in Oakland
    - vi. Strategy: monitor other boards and commissions and establish MCPD liaisons for key boards and commissions
4. Goal: ADA Transition Plan Implementation and City Capital Improvements are prioritized using equity

criteria including but not limited to neighborhood demographics such as household income, race, and other relevant equity considerations.

a. Objective: Capital improvements that increase disability accessibility are equitably distributed citywide and emphasized in areas where there is the greatest impact on persons with disabilities and other historically underserved communities.

i. Strategy: Evaluate and recommend equity criteria for ADA capital improvements and the ADA Transition Plan update.

5. Goal: City programs are transparent with respect to disability access compliance and are modified and improved to better serve persons with disabilities.

a. Objective: Deliver advice and technical assistance to specific, key programs that especially impact the lives of persons with disabilities (Economic and Workforce Development, Oakland Promise, for example) for improving inclusion of participants with disabilities.

i. Strategy: Identify model programs, best practices, and key city programs in need of service improvements with respect to increasing participation by persons with disabilities

ii. Strategy: Make disability-related data available from research, reports on key program performance, to Mayor by June 2017.

6. Goal: Establish relationships with local agencies to advance the rights of persons with disabilities.

a. Objective: not discussed.

i. Strategy: Schools, jails, courts, voter registration agencies, and other key public agencies are actively monitored for disability civil rights compliance.

- Commissioners noted the following questions that would need to be addressed in order to finalize the commission's strategic plan for 2017:
  - The role of Council and Mayoral priorities
  - Information regarding the characteristics and needs of disability community in Oakland
  - How to manage issues that fall outside of the established committees of the MCPD (see below)

## B. Standing Committee(s), assignments, meeting frequency

- Co-Vice Chair Zisser reiterated the ad hoc committee discussion that former Commissioner Anand briefed the group on at the November 2016 meeting regarding the commission's committee structure, stating that although staff had advised that a two-committee structure has historically been the MCPD norm, that the current commission requires three committees, as follows:
  1. Physical Access Compliance Committee: to serve as the oversight committee for ADA capital projects and ADA Transition Plan implementation (Gregory, Garner, Harrington, Sperling);
  2. Programmatic Access Compliance Committee: to serve as the oversight committee for programmatic access concerns (van Docto, Zisser, Bernstein);

3. Outreach/Education Committee: to promote awareness of the MCPD, disability civil rights laws, needs, and resources for persons with disabilities (Roundtree, Hong, Young).

- Co-Vice Chair Zisser moved to approve the formation of the above three committees and was seconded by Commissioner Sperling. Motion passed with no objections.
- Tentative committee assignments are indicated in parenthesis, above.
- Staff Committee Report Schedule for 2017: Commissioners discussed having staff reports aligned with specific committees; committees to determine what reports and when to request. Staff to send around list of Departmental Access Coordinators to assist commissioners in identifying what program reports to receive and when.
- Commissioners noted that in-person staff reports may not be necessary; written reports may be submitted and should there be additional questions staff may be asked to attend a committee meeting.
- Commissioners discussed the possibility of having all three committees meet simultaneously each month from 6:30 to 7:30 p.m., following the full commission meeting which would be scheduled from 5:30 to 6:30 p.m.
- Ms. Rita pointed out that room availability, Brown Act, and Sunshine Ordinance requirements would need to be researched in order to determine feasibility of simultaneous committee meetings the

same night has regular commission meetings, particularly in light of staffing, minutes, and recording requirements.

- C. MCPD Meeting Schedule 2017: the commission discussed maintaining monthly regular full commission meetings but meeting only for one hour to allow committees to meet immediately following the full commission, with an August recess.
- X. Old Business
- A. Roles, Responsibilities, and Protocols for MCPD; tabled.
  - B. Report Back on Alameda County Courtroom Access and Voter Materials Accessibility Activities; Chair Gregory reported in Co-Vice Chair Elise Bernstein's absence that Co-Vice Chair Bernstein was able to connect with the individual responsible for overseeing voter registration materials accessibility in follow up to her concerns about the small font used on the 2016 voter registration forms. No additional information or follow up was reported regarding her concerns regarding Alameda County Courtroom access.
- XII. Adjourned at 7:36 p.m.