



## **AGENDA – 1/23/2025**

### **Commission on Disabilities (CoD) General Meeting**

**Meeting Date:** Thursday, January 23, 2025, 3:00 – 5:00 PM

**Location:** 455 County Center, Room COB 101, Redwood City, CA

**Public Attendance Link to join Zoom Meeting:** <https://smcgov.zoom.us/j/93345055035>

**Join by dial-in:** +1 669 900 6833 US (San Jose)

**Meeting ID:** 933 4505 5035

#### **\*\*\*HYBRID MEETING - IN-PERSON AND BY VIDEOCONFERENCE\*\*\***

This meeting of the Commission on Disabilities will be held in 455 County Center, Room 101, Redwood City, CA. Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person in 455 County Center, Room 101, Redwood City, CA. For information regarding how to participate in the meeting, either in person or remotely, please refer to the instructions at the end of the agenda.

Closed Captioning will be provided for all Commission on Disabilities meetings. While watching the Zoom webinar, please scroll over the video toolbar and click “CC” to show automated captions.

#### **Public Participation:**

The January 23<sup>rd</sup> Commission on Disabilities meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/93345055035>. The webinar ID is: 933 4505 5035. This meeting may also be accessed via telephone by dialing 1-669-900-6833. Enter the webinar ID: 933 4505 5035, then press #. (Find your local number: <https://smcgov.zoom.us/u/adpbab87A5>). Members of the public can also attend this meeting physically in the 455 County Center, Room 101, Redwood City, CA.

\*Written public comments may be emailed to [aeng@smcgov.org](mailto:aeng@smcgov.org), and such written comments should indicate the specific agenda item on which you are commenting.

\*Spoken public comments will be accepted during the meeting in person or remotely through Zoom at the option of the speaker. Public comments via Zoom will be taken first, followed by speakers in person.

**\*Please see instructions for written and spoken public comments at the end of this agenda.**

#### **ADA Requests**

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Andrew Eng, CoD staff liaison, as early as possible but no later than 10:00 a.m. on the day before the meeting at 650-713-8659 and/or [aeng@smcgov.org](mailto:aeng@smcgov.org). Notification in advance of the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

Item No.	Item Description	Person(s) Responsible	Item Allotted Time
1.	<u>Review and Approval of Minutes and Agenda:</u> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Approval of Minutes from December meeting</li> <li>• Approval of Agenda</li> </ul>	Florence Wong, CoD President Andrew Eng, CoD staff liaison	5 min
2.	<u>Meeting Etiquette Reminders</u> <ul style="list-style-type: none"> <li>• Always raise your hand before speaking and wait your turn</li> <li>• No one may speak unless called upon by the President of the Commission</li> <li>• Always use a microphone when speaking</li> <li>• Members of the public joining via Zoom may raise their hand if they wish to comment <ul style="list-style-type: none"> <li>○ To raise your hand by phone, dial *9</li> </ul> </li> <li>• All attendees are reminded to treat each other with respect in all meetings</li> </ul>	Andrew Eng	1 min
3.	<u>Public Comments:</u> <ul style="list-style-type: none"> <li>• Members of the public may speak on non-agenda issues. The public may also speak on Agenda Items at the time so designated on the agenda.</li> <li>• Public Comments are limited to 2 minutes per person</li> </ul>	Florence Wong	5 min
4.	<u>President's Report</u> <ul style="list-style-type: none"> <li>• Welcoming of new Commissioners</li> <li>• Waymo quarterly advisory meeting volunteer needed</li> </ul>	Florence Wong	10 min
5.	<u>Staff Report:</u> <ul style="list-style-type: none"> <li>• Lee Pullen, Director, Aging and Adult Services</li> <li>• Andrew Eng, CoD Staff Liaison</li> </ul>	AAS Staff	15 min
6.	<u>Commissioner Orientation and Brown Act Referesh</u> <ul style="list-style-type: none"> <li>• Speakers: <ul style="list-style-type: none"> <li>○ Jan Ellard, County Attorney's Office <ul style="list-style-type: none"> <li>▪ Topic: Brown Act</li> </ul> </li> <li>○ Andrew Eng, Staff Liaison to the CoD <ul style="list-style-type: none"> <li>▪ Brown Act quiz</li> <li>▪ Commission By-Laws overview</li> <li>▪ Meeting Standing Rules</li> <li>▪ Rosenberg's Rules of Order</li> <li>▪ Statement of Commitment</li> <li>▪ Summary of Orientation Materials</li> </ul> </li> </ul> </li> </ul>		45 min
7.	<u>CoD Committee Reports:</u> <ul style="list-style-type: none"> <li>• Executive Committee – Florence Wong, President</li> <li>• Special Events Committee – Angela Piazza, Chair</li> </ul>	Chairs	3 minutes

	<ul style="list-style-type: none"> <li>• ADA Compliance Committee – Matthew Cadigan Hearn, Chair <ul style="list-style-type: none"> <li>○ Youth Services Center site visit – Monday, January 27<sup>th</sup> from 10:30-11:30AM</li> </ul> </li> <li>• Legislation, Advocacy and Outreach Committee – Evan Milburn, Chair <ul style="list-style-type: none"> <li>○ Cooling Center letter update</li> <li>○ Disability Etiquette ad-hoc update</li> </ul> </li> <li>• Accessible Transportation Committee – Timothy Ponti and Matthew Cadigan Hearn, Chairs <ul style="list-style-type: none"> <li>○ Town Hall recap</li> </ul> </li> </ul>		per chair
8.	<u>Agenda Items for Next Commission Meeting</u> <ul style="list-style-type: none"> <li>• February General Meeting will feature a speaker panel for accessible transportation options in the County</li> </ul>	All	2 min
9.	<u>Final Comments</u>	All	5 min
10.	<u>Adjournment:</u> <ul style="list-style-type: none"> <li>• Next Meeting Date: Thursday, February 27, 2025</li> <li>• Location: 455 County Center, Room 101, Redwood City, CA 94063</li> </ul>	All	

**\*Instructions for Public Comment During Hybrid Meetings**

During hybrid meetings of the Commission on Disabilities (CoD), members of the public may address the Members of the CoD as follows:

**\*Written Comments:**

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to [aeng@smcgov.org](mailto:aeng@smcgov.org).
2. Your email should include the specific agenda item on which you are commenting, or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 p.m. on the day before the meeting, it will be provided to the Members of the CoD and made publicly available on the agenda website under the specific item to which your comment pertains. If emailed comments are received after 5:00p.m. on the day before the meeting, the CoD staff liaison will make every effort to either (i) provide such emailed comments to the CoD and make such emails publicly available on the agenda website prior to the meeting, or (ii) read such emails during the meeting. Whether such emailed comments are forwarded and posted, or are read during the meeting, they will still be included in the administrative record.

**\*Spoken Comments**

In person Participation:

1. If you wish to speak to the CoD, please fill out a speaker’s slip located by the meeting sign-in table at the entrance of the room. If you have anything that you wish distributed to the CoD and included in the official record, please hand it to the CoD staff liaison who will distribute the information to the CoD members and staff.

Via Teleconference (Zoom):

1. The January 23<sup>rd</sup> CoD meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/93345055035>. The webinar ID is: 933 4505 5035. This meeting may also be accessed via telephone by dialing 1-669-900-6833. Enter the webinar ID: 933 4505 5035, then press #. (Find your local number: <https://smcgov.zoom.us/u/adpbab87A5>). Members of the public can also attend this meeting physically in the 455 County Center, Room 101, Redwood City, CA.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the CoD President or staff liaison calls for the item on which you wish to speak, click on “raise hand.” Speakers will be notified shortly before they are called to speak.

**\*Additional Information:**

For any questions or concerns regarding Zoom, including troubleshooting, privacy, or security settings, please contact Zoom directly.

Public records that relate to any item on the open session agenda for a regular CoD meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the CoD.

**Aging and Adult Services Division**

**Lee Pullen, Director**

**Board of Supervisors: David Canepa • Jackie Speier • Noelia Corzo • Ray Mueller • Lisa Gauthier**

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