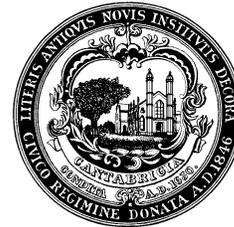


# Commission for Persons with Disabilities

51 Inman Street · Cambridge, MA · 02139-1732

617-349-4692 voice · Relay via 711 · 617-349-4766 fax



Avril dePagter  
Chair

Mary Devlin  
Secretary

Loring Brinckerhoff  
Keisha Greaves  
Valerie Hammond  
Danielle Jones-McLaughlin  
Melissa Miguel  
Deepti Nijhawan  
Daniel Stubbs

Rachel Tanenhaus  
Executive Director/  
ADA Coordinator

Kate Thurman  
Project Coordinator

**The Cambridge Commission for Persons with Disabilities is holding an abbreviated meeting online via Zoom on Thursday, May 9, 2024 from 5:30 – 7:00 PM**

PLEASE MAKE EVERY EFFORT TO JOIN BY 5:30 PM

## AGENDA

**\*Please keep your microphone muted when you are not speaking\***

- |  |         |                    |
|--|---------|--------------------|
| 1. Introductions<br><i>If needed, alternates named</i>   | 2 min.  |                    |
| 2. Announcements   | 2 min.  | CCPD staff / Board |
| 3. Approval of March Minutes<br><i>See page 4 of this agenda packet</i>  | 2 min.  | CCPD Board         |
| 4. Nominations for Chair & Secretary   | 15 min. | CCPD Board         |
| 5. Elections for Chair & Secretary   | 10 min. | CCPD Board         |
| 6. Chair's Report  | 10 min. | To be determined   |
| 7. Public Works Update   | 10 min. | Melissa Miguel     |
| 8. Staff Report  | 10 min. | Rachel Tanenhaus   |
| 9. Public Input<br><i>See pages 2&amp;3 of this agenda packet for instructions on providing public comment</i> | 3 min.  | general public     |

### **CART/closed captioning will be provided for this meeting**

Captions can be turned on within the Zoom platform. Additionally, you may stream CART in a separate URL at <http://bit.ly/CCPDCART>

(captions will not appear until the meeting has started)

The City of Cambridge Commission for Persons with Disabilities, does not discriminate, including on the basis of disability. The Commission for Persons with Disabilities will provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon request.

**The next CCPD meeting will be held on Thursday, June 13 from 5:30-7:00 PM**

Members of the public: See instructions on pages 2 & 3 on how to watch the CCPD meeting and provide public comment via Zoom

# Instructions for Joining the May 9, 2024 CCPD Meeting as a Member of the Public

## Join Online:

Registration is required in order to view the meeting or to participate in public comment. Register online at [https://cambridgema.zoom.us/webinar/register/WN\\_KNa0eNzeTV-VP89Vh0PFWA](https://cambridgema.zoom.us/webinar/register/WN_KNa0eNzeTV-VP89Vh0PFWA)

After registering, you will receive a confirmation email containing information about joining the webinar. For more information regarding Zoom technology visit: <https://www.cambridgema.gov/Departments/citycouncil/zoomonlinemeetinginstructions>

## Join by Phone:

If you do not have access to the internet, you may also call into the meeting using a phone by dialing any of the following numbers and entering the Webinar ID (registration is not required). For higher quality, dial a number based on your current location:

+1 309 205 3325  
+1 312 626 6799  
+1 646 931 3860  
+1 929 436 2866  
+1 301 715 8592  
+1 669 900 6833

+1 719 359 4580  
+1 253 215 8782  
+1 346 248 7799  
+1 386 347 5053  
+1 564 217 2000  
+1 669 444 9171

When prompted, enter the webinar ID: **848 5836 4415**

**NOTE:** your microphone will be automatically muted until you are called on to speak during the public comment period of the meeting. See instructions on the following page for how to “raise your hand” to indicate that you would like to speak during the public comment period on the agenda.

## Instructions for Providing Public Comment During CCPD Meetings via Zoom

Anyone wishing to address the Cambridge Commission for Persons with Disabilities (CCPD) during the Public Comment section of the agenda may indicate that by "raising their hand" virtually within the Zoom platform. The host (CCPD staff) will call on members of the public to speak in the order in which their hands were raised. Please note that while you may raise your hand at any point during the meeting, you will not be called on to speak until the Public Comment period of the meeting.

To raise your hand:

- On a Mac or PC:
  - Click "raise hand" in the webinar control panel
  - Alternatively, you may use the keyboard shortcut to raise and lower your hand:
    - Windows: press "Alt+Y"
    - Mac: press "Option+Y"
  - When you are called on by the host to speak, you will be prompted to unmute your microphone (you must unmute yourself, as the host does not have the ability to unmute individuals).
  - After you have spoken or once your 3 minutes are up, your microphone will be muted by the host
  
- If you are calling in by phone:
  - Press \*9 to raise and lower your hand
  - When you are called on to speak during the public comment period, you will need to press \*6 to unmute yourself (press it again to mute yourself)
    - Note: your phone number will be visible to only the host of the meeting (CCPD staff). Because your name will not be displayed, we will call on you when it's your turn to comment by using the last four (4) numbers of your phone number to identify you. For example, "The person calling in from the number ending in ####, you may now provide public comment."
    - After you have spoken or once your 3 minutes are up, your microphone will be muted by the host

**Once they have the floor, members of the public are asked to identify themselves**, and each speaker is limited to not more than three (3) minutes. Although the public comments should, whenever possible, address one or more items on the agenda for that particular meeting, if time permits, the Chair may allow a speaker to comment on matters that may not directly address an item on the agenda, but do concern the Commission.

Thank you for your patience as we work together to make virtual meetings accessible for everyone!

Draft

Cambridge Commission for Persons with Disabilities (CCPD)

# Minutes for Thursday, March 14, 2024 CCPD Meeting

Online via Zoom

Meeting was called to order at 5:36 PM

## Present:

Members: Loring Brinckerhoff, Avril dePagter (Chair), Mary Devlin (Secretary), Nicole Horton-Stimpson, Melissa Miguel, Deepti Nijhawan, Danielle Jones-McLaughlin, and Dan Stubbs

Absent: Keisha Greaves, Valerie Hammond

Staff: Kate Thurman

Guest speakers: Sharon Ron, Metropolitan Area Planning Council (MAPC); Ursula Kiczkowski, MAPC; and Nancy Rihan-Porter, Cambridge Public Health Department

## Announcements:

- Valerie alerted members to an interesting article on dyslexia in the *Boston Globe* article

## Presentation on Cambridge Disability Access Community Workgroup & Recruitment:

Sharon Ron and Ursula Kiczkowski of the Metropolitan Area Policy Council (MAPC) and Nancy Rihan-Porter of the Cambridge Public Health Department (CPHD) presented on a grant that CPHD was recently awarded to make sure their services are meeting the needs of everyone in the Cambridge community and to identify evidence-based solutions for existing public health issues. Grant funds are being used to form the Cambridge Disability Access Community Workgroup. They noted that Rachel Tanenhaus, who was unable to make the meeting, was also a key player in coordinating this grant and the working group.

They are seeking up to 10 participants for the workgroup who will be paid for their time. The time commitment is estimated to be 30 hours between April and July, with the following expectations:

- Attend up to 5 workgroup meetings
- Review materials
- Lead community outreach

To be considered for the workgroup, applicants must:

- Live, work, or volunteer in Cambridge
- Be at least 16 years of age
- Be able to participate for the full length of the project (April 2024—July 2024)
- Care about disability inclusion, racial justice, disability justice, and community wellbeing and resilience

They will give preference to people who identify as having a disability or who have a loved one with a disability.

See attached presentation for more information. Email Sharon Ron at [sron@mapc.org](mailto:sron@mapc.org) with questions or if you are interested in joining the Cambridge Disability Access Community Workgroup.

## Minutes:

A motion to approve the January and February minutes was seconded and then passed unanimously

## Chair's Report:

Avril asked Kate to report on the status of applications for CCPD Advisory Board vacancies.

- The City Manager received 7 applications for CCPD vacancies. However, many of the applications contained only basic demographic information and no supporting materials like a resume or cover letter explaining their interest in joining the advisory board. One applicant neither lives nor works in Cambridge, and Cambridge residency is required by CCPD's enabling ordinance. Rachel sent out emails last week to applicants for whom information is missing. She and Kate are giving the applicants additional time to respond. Once it's determined how many eligible applicants there are, either Kate or Rachel will be in touch about convening a small group of members to conduct interviews.
  - There was discussion on the application process, with particular focus on the applicant portal used by the City not being user friendly. It was noted that applying for boards and commissions can feel very intimidating for some residents, and that it's not a very inclusive process. Kate agreed and said she would pass the feedback on to the City Manager's Office, which oversees the application and appointment process.
  - Members suggested having an application form specific to the CCPD Advisory Board with two or three questions about applicants' interest in joining and their experience, rather than having to chase applicants down after the fact to get their information. Kate agreed that would be ideal, while noting the challenges of having to work within the confines of the current system being used by the City for board and commission applications.

## Public Works Update:

Melissa Miguel reported on ongoing construction.

### River Street Project

- The contractor is shifting to Carl Baron Plaza. Will fence off interior and sidewalks will remain around the perimeter of the Plaza. While ultimately the finished sidewalk surface will be concrete, during construction the Contractor will replace the existing brick with temporary asphalt to provide a smoother surface during construction.
- Some bus stops will be temporarily relocated (1 year+). Jerry Friedman has been working with Kate and Rachel on accessible way finding for these new temp bus stop locations

### Winter Moratorium

- Excavations in the public right of way will be allowed beginning Wednesday, March 20<sup>th</sup> at 7am (weather pending)
- Flat work (final concrete and asphalt placement) will be allowed beginning Mon. April 1<sup>st</sup> at 7am (weather pending)

### Harvard Sq Kiosk and Plaza

- The MBTA recently approved the Contractor's work plan for the Plaza project
- Contractor currently on list waiting approval from the MBTA to access the red line tunnel to perform the pre-construction survey
- Friday March 7<sup>th</sup>, recommendation sent to Purchasing Dept to award the FitOut Contract
  - Anticipated construction start date: late spring 2024
  - Anticipated Kiosk opening: late fall 2024

## Ch 90/Complete Streets Projects

- Contractor has re-mobilized to Huron Ave (Aberdeen to Fresh Pond Pkwy) to complete separated bike lane install
- Contractor is currently mobilized on Webster Ave then will move to Elm St then Dodge St
- New Contract to be awarded this month for:
  - Montgomery St
  - Sciarappa St
  - Maple Ave
  - Centre St
  - Dana St
  - Green St
- Project pages can be found at the link below. Under the contact tab for each street, you can enter your email address if you would like to receive construction notifications:
  - <https://www.cambridgema.gov/Departments/publicworks/cityprojects>
  - Search the street of interest in the keyword field

## Staff Report:

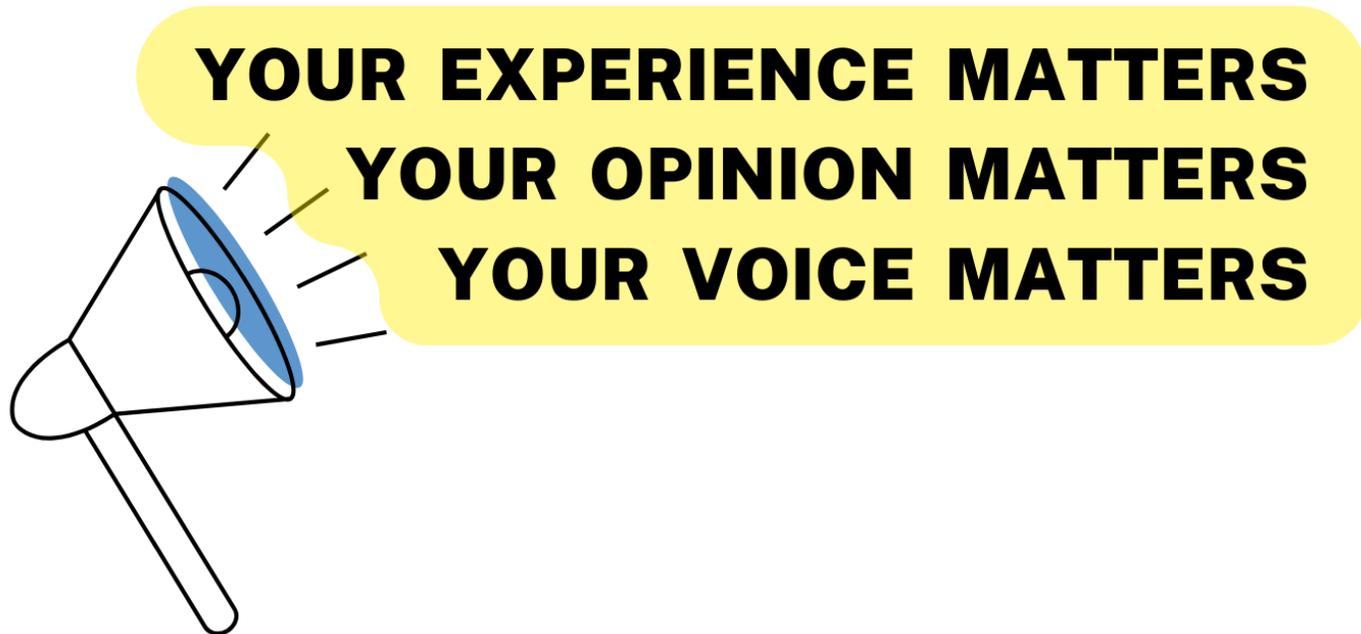
Kate reported the following:

- The City Manager's Office has a new Strategy Division. Kate and Rachel are working with Caroline LeMay of that division to bring more structure to CCPD staff work and to address capacity shortages. They are in the very early stages of this work, but it will include the following over the coming months:
  - Clearly defining the scope of CCPD office work, which is currently far too broad for a staff of two
  - Revising the mission statement accordingly
  - Identifying CCPD's constituent groups, the disability-related concerns each of those groups has, and ways to address those concerns
  - Adding tools and resources to create additional capacity via more efficient workflows (case & project management software, etc.)
  - Looking into the possibility of adding another staff position
- Kate and Rachel will provide updates on this work at CCPD meetings and will be asking for feedback

Meeting adjourned at 6:56 PM

Respectfully submitted,  
Kate Thurman

# Join the Cambridge Disability Access Community Workgroup!



# Project Goals

01

Identify ways the City services, programs, and policies can better serve residents with a disability.

02

Inform the Cambridge Community Health Assessment, the Cambridge Public Health Department's 5-year plan to improve community health.

# Why is this important?



Make sure our services are meeting the needs of all members of the community



Establish evidence to why we do what we do



Identify evidence-based solutions to existing issues



Elevate voices that are not always heard

# Implementation Process



# What is a disability?

A disability is any condition of the body or mind that makes it harder for a person to do certain activities and interact with the world around them.

There are many types of disabilities, such as those that affect a person's:

- vision,
- movement,
- thinking,
- remembering,
- learning,
- communicating,
- hearing,
- mental health, and/or
- social relationships.

The same type of disability can affect two people in very different ways. Some disabilities are hidden or not easy to see. Some disabilities happen at or before birth, and others happen later in life.



# What will the Disability Access Community Workgroup do?

Share their experiences, opinions and ideas.

Connect with other community members to get their feedback.

Help interpret community feedback and other data.

Use findings to identify actions that improve public resources and programs for residents with a disability.



# Workgroup Member Benefits



\$800 paid in two equal payments.



Learn about local public health, City services, and planning



Have a direct impact on shaping public health, social and community resilience strategies.



# Workgroup Details

**Group size:** Up to 10 residents

**Time commitment:** 30 hours from April to July.

**Activities:**

- Attend up to 5 workgroup meetings
- Review materials
- Lead community outreach

# Who We're Looking For



Someone who:

- Lives, works, or volunteers in Cambridge
- Is at least 16 years of age
- Can participate for the full length of the project (April 2024 - July 2024)
- Cares about disability inclusion, racial justice, disability justice, community well-being and resilience

We will give preference to people who identify as having a disability or have a loved one with a disability.

# How you can help

1. Share the flyer & position description with your networks!
2. Let Sharon ([sron@mapc.org](mailto:sron@mapc.org)) know if you're interested in joining the Community Workgroup

**YOUR EXPERIENCE MATTERS  
YOUR OPINION MATTERS  
YOUR VOICE MATTERS**

**Join the Cambridge Disability Access Community Workgroup!**  
Share your experiences, opinions and ideas and work with City staff to help improve public resources and programs in Cambridge.

**What's in it for you?** An opportunity to shape Cambridge's public health services while being compensated \$800 for your time and input.

**We are looking for people who:**

- Live, work, or study in Cambridge and are at least 16 years old
- Are able to join us from **April-July 2024**
- Identify as having a disability or have a loved one with a disability and are willing to share their experiences accessing programs and services in Cambridge

**Interested? Questions?** Email Sharon at [sron@mapc.org](mailto:sron@mapc.org) or call 617-933-0778 with your **name** and **why you're interested**.

To learn more about the Workgroup visit our website →

**QR CODE**

**CCPD**  
Cambridge Commission  
for Persons  
with Disabilities

**Cambridge Public Health Department**