

City of Cambridge

Commission for Persons with Disabilities

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Philibert Kongtcheu
Chair

Gary Dmytryk
Secretary

Loring Brinckerhoff
Avril de Pagter
Mary Devlin
Jerry Friedman
Stelios Gragoudas
Valerie Hammond
Nicole Horton-Stimpson
Jackie Jones
Daniel Stubbs

Rachel Tanenhaus
*Executive Director/
ADA Coordinator*

Kate Thurman
Project Coordinator

**The next meeting of the Cambridge Commission for Persons with Disabilities
will be held online via Zoom on Thursday, July 8, 2021 at 5:30 PM**

Via Zoom

PLEASE MAKE EVERY EFFORT TO JOIN BY 5:30 PM

AGENDA

Please keep your microphone muted when you are not speaking

- | | | |
|---|---------|------------------------|
| 1. Introductions | 2 min. | |
| <i>If needed, alternates named</i> | | |
| 2. Announcements | 2 min. | CCPD staff / Board |
| 3. Approval of June Minutes | 2 min. | CCPD Board |
| <i>See page 4 of this agenda packet for June 10 minutes</i> | | |
| 4. DHSP Update | 20 min. | Nicole Horton-Stimpson |
| 5. Public Works Update | 10 min. | Jerry Friedman |
| 6. Chair's Report & Board Discussion on on Grants & Fundraising | 45 min. | Phil Kongtcheu / Board |
| 7. Old Business | 3 min. | CCPD staff / Board |
| 8. New Business | 3 min. | CCPD staff / Board |
| 9. Public Input | 3 min. | general public |
| <i>See pages 2&3 of this agenda packet for instructions on providing public comment</i> | | |

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, September 9

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

Instructions on How to Join the July 8, 2021 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_I4I2AbPmSEeK2jEdb8ZOdg

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:

+1 301 715 8592

+1 312 626 6799

+1 929 436 2866

+1 253 215 8782

+1 346 248 7799

+1 669 900 6833

When prompted, enter the webinar ID: **826 2493 8710**

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” in order to indicate that you would like to provide public comment.

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

Minutes for Thursday, June 10, 2021

Online via Zoom

Meeting was called to order at 5:30 pm

Present:

Members: Phil Kongtcheu, Avril de Pagter, Dan Stubbs, Stelios Gragoudas, Valerie Hammond, Gary Dmytryk, Nicole Horton-Stimpson, Mary Devlin, Jackie Jones

Absent: Loring Brinckerhoff

Staff: Rachel Tanenhaus

Guest Speaker: Arthur Goldberg and Ellen Semonoff

Q&A with Deputy City Solicitor Arthur Goldberg and Assistant City Manager, Ellen Semonoff re: Open Meeting Law

- Discussion of open meeting law
 - Open Meeting Law requires that Boards or Commissions conduct their business at public meetings
 - Based on the quorum – six or more members of CCPD cannot be in person or communicate outside of a public meeting
 - You can send documents to each other without comments
 - You can schedule a public meeting with 48 hours' notice, open to public and with minutes taken
 - Anything done without a quorum would need to be presented to the board members with a quorum at a public meeting (however you can send out the documents in advance for reading to inform for the meeting and they should be sent by city staff)
 - Formal subcommittees should be posting meetings (these could be posted as standing meetings on the schedule). This does not pertain to Ad Hoc meetings.
- Ellen provided clarity around how the city processes grant proposals
 - City Manager is the only one who can apply for the grant
 - Any large grant proposals will require the City Manager to decide how the grant will be supported and what, if any, city resources will need to be used.
 - If the we want to put forth a proposal, we will need to connect with the City Manager to see if he supports it
- Phil expressed frustration about the length of time spent discussing the open meeting law.
- There was an expressed need for a way to send emails that include everyone on the board

In the interest of time, Nicole offered to postpone her presentation until the July meeting. The board accepted her offer.

Chair's Report:

Phil reported on a meeting he, Rachel, and Loring attended with staff from Beit Issie Shapiro, a disability advocacy organization in Israel. Professor Michael Stein had recommended Beit Issie Shapiro as an organization working to implement the UN Convention on the Rights of Persons with Disabilities in its home country. The meeting mostly took place so that CCPD and Beit Issie Shapiro could learn about each other's work and discuss ways to work together in the

future. The board asked for clarification as to the purpose and outcome of the meeting. Phil responded that no decisions were made at the meeting and it was introductory in nature.

Minutes:

A motion to approve the May meeting minutes was seconded and passed unanimously.

Executive Director's Report:

Rachel noted that the board usually takes either July or August off from meeting, and that this would be an appropriate time to vote on which month to take off. Phil requested that any motions on this be delayed until discussion of a possible grant application could take place after Rachel's report.

Rachel reported on site visits she had made to Roosevelt Towers apartments and to the Hive, the new makerspace opening in the main library. The Roosevelt Towers visit was related to a variance application to the MA Architectural Access Board (MAAB), and she will be submitting testimony in support of the variance application. The Hive will be opening in July, and library staff are interested to hear community feedback on accessibility issues. Rachel also attended the City Council's virtual budget hearing for the Department of Human Service Programs (DHSP), which is CCPD's department. She also provided opposing testimony at an MAAB hearing on a variance request for 18-26 Chauncy Street.

The city's application for an MAAB variance regarding construction in City Hall was approved through September 1. The city will be renovating the elevator and accessible restrooms in City Hall, which means that these accessible features will be unusable during construction. During the construction period, the city will provide accessible portable restroom facilities as well as accessible space for people to receive services normally carried out on the upper floors of City Hall. Public meetings will not take place in City Hall during construction.

The Disability Policy Consortium is hiring for multiple positions, and Cambridge's Inspectional Services Division is hiring an Access Analyst to succeed Larry Braman, who recently retired. Rachel also announced an upcoming public question-and-answer session about proposed plans for renovating Carl Barron Plaza in Central Square. The session will take place on June 22 at 5:30 pm. Jackie asked how the possible displacement of people with disabilities who use the Plaza is being addressed, and Jerry responded since he is the project manager for that reconstruction. Jerry agreed that the actual construction period will be difficult for many people, and that the project team has consulted with the public and with local social service agencies to figure out how best to serve the most vulnerable people using the Plaza. He asked for patience and noted that construction would not be taking place for some time; therefore, people would be able to work together on solutions.

Grant Proposal:

Phil asked for the board to vote on investigating a possible grant opportunity to create a hub that can help assist and support entrepreneurs and small business owners with disabilities, who face specific challenges in starting and running successful businesses. The grant opportunity is through pandemic-related stimulus money from the Small Business Administration. The grant is due on July 12, and Phil, Gary, and Nicole would work together to develop a plan and an application to be voted on at the July 8 CCPD meeting and submitted to the City Manager. Dan made a motion and Avril seconded it. The motion passed unanimously. The board then voted to take off the month of August from meeting.

Meeting adjourned at 7:16 PM.

Respectfully submitted,
Nicole Horton-Stimpson & Rachel Tanenhaus