

FEBRUARY 2026 MEETING AGENDA

The Cambridge Commission for Persons with Disabilities (CCPD) is holding a meeting online via Zoom on February 12, 2026 from 5:30 – 7:00 PM

PLEASE MAKE EVERY EFFORT TO JOIN BY 5:30 PM

Danielle Jones-McLaughlin
Chair

Nieta Greene
Cecelia Cobb
Asherah Davis
Melissa Miguel
Deepti Nijhawan
Emma Pan
Erum Sattar
Zach Solomons

Rachel Tanenhaus
*Executive Director/
ADA Coordinator*

Kate Thurman
*Deputy Director/
Assistant ADA Coordinator*

Maya Friedrich
Administrative Assistant

Please keep your microphone muted when you are not speaking

- 1. Introductions** (5 min)
- 2. Announcements** (2 min) – CCPD Staff/Board
- 3. Approval of January Minutes** (2 min) – CCPD Board
See pages 3-33 of this packet
- 4. Recap of Retreat Working Groups** (20 min) – CCPD Staff/Board
See pages 34-37 of this packet
- 5. Chair's Report** (5 min) – Danielle Jones-McLaughlin
- 6. Staff Report** (10 min) – Rachel Tanenhaus
- 7. Public Works Update** (10 min) – Jim Wilcox, *Engineer, Department of Public Works*
- 8. Public Input** (4 min) – General Public
See pages 2&3 of this agenda packet for instructions on providing public comment

CART/closed captioning will be provided for this meeting

Captions can be turned on within the Zoom platform or streamed in a separate URL at <https://bit.ly/CCPDcaptioning>.

(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, March 12, 2026 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 February 12, 2026 CCPD Meeting as a Member of the Public

Join Online:

Registration is required to view the meeting or to participate in public comment. Register online at https://cambridgema.zoom.us/webinar/register/WN_XQg8yVG_RjjpUtP5436iCg.

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: **872 6296 2953**

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, January 8, 2026 CCPD Meeting

Online via Zoom

Meeting was called to order at 5:34 p.m.

Present:

Members: Cecelia Cobb, Asherah Davis, Nieta Greene, Danielle Jones-McLaughlin, Emma Pan, Erum Sattar, Zach Solomons, Jim Wilcox

Absent: Deepti Nijihawan

Staff: Rachel Tanenhaus, Maya Friedrich, Kate Thurman

Other: Superintendent of Streets TJ Shea, Department of Public Works (DPW); Assistant Superintendent of Streets Brian McLane, DPW; Deputy Superintendent (DS) Buckowe Yam

Announcements:

- Rachel welcomed new board members and acknowledged former board member Avril dePagter's service (Avril stayed on our board until her successor was appointed). Rachel also acknowledged Emma's generous collaboration with CCPD staff as we interviewed and selected new board members.
- Kate announced that Ellen Semonoff, who served as the director of the Cambridge Department of Human Service Programs (DHSP) for over 30 years, retired today. Kate also shared that while CCPD has been a part of DHSP we will now be a part of the Equity and Inclusion department, although we are not yet planning to move our physical office. The Equity and Inclusion department also houses the Women's Commission, the Human Rights Commission, the LGBTQ+ Commission, and several other commissions focused on intersectional equity.

Presentation on Snow Removal:

TJ Shea and Brian McLane from the Department of Public Works (DPW) reported (see attached slides for more details):

- TJ noted that the presentation is slightly outdated because it was supposed to happen in December but most of the information is still correct.
- Cambridge typically receives 50—55 inches of snow each winter and the amount of snowfall is trending downward. Due to limited snowfall, there have been few snow-related parking bans in the last few years. The most recent year with significant parking bans was 2015 and even that year had only 4 parking bans (see slide 4 of presentation for more data).
- Current forecast predicts that temperatures in Southern New England this winter will be slightly above average with slightly below average snowfall. The forecast also predicts an active start to the winter (more snow at the beginning), which has appeared accurate so far. There also may be "inside runners", meaning that storm systems may travel west of us and put us on the "wet" side. Larger storms might also occur later this season.
- TJ emphasized that snow coordination is not solely a role of DPW and that they coordinate with many other city agencies including the Cambridge Police Department, Fire Department, Public Schools, Transportation, and others (see slide 7 for a longer list).
- DPW coordinates parking bans with the Department of Transportation (DOT) and Cambridge Police Department (CPD) before notifications go out through a [public communications system called CodeRed](#). Parking bans are also announced on City social media accounts and [the Snow Center city website](#).

- When parking bans are implemented, the City coordinates public garages where residents can park their cars for free (see slide 9).
- In addition to removing snow from City of Cambridge streets, DPW and other City crews are responsible for clearing other areas such as sidewalks abutting City properties, bus stops, City-owned parking lots, and bike lanes.
- While property owners are responsible for clearing snow from sidewalks abutting their properties, the Department of Human Services (DHSP) manages a residential exemption program where income-eligible elderly and disabled residents can receive assistance clearing their sidewalks. This program is managed by [the Council on Aging \(COA\)](#).
- TJ discussed challenges associated with snow-clearing on narrow one-way streets and in bike lanes and explained the necessity of using different machines to reach these areas. He emphasized that bike lanes vary in size so different pieces of equipment are used depending on the type of lane. While DPW manages snow-clearing for some of Cambridge's bike lanes, some lanes are managed by private universities and the Department of Transportation.
- Snow hauling usually occurs when the City receives 6 inches of snow or more, and sometimes under other special conditions. During a nighttime operation involving in-house crews and contractors, snow is hauled up to dumping locations in Danahy Park and in Allston. Snow from East Cambridge and Cambridgeport is usually dumped at the Allston location, which the City coordinates with Harvard.
- The City has many unique snow removal vehicles, and most are made overseas, so parts can be difficult to acquire when they need to be replaced. While the City tries to keep all machines in good condition, they may be decommissioned if DPW must wait for replacement parts.
- DPW monitors and addresses compliance with the City's sidewalk clearing requirements. Compliance officers check to ensure snow is shoveled and ice is cleared and address violations with property owners. DPW prefers to educate property owners rather than issue fines, but they do issue fines when problems are not taken care of. Ice must be removed immediately, and snow must be cleared by 1 p.m. if it falls overnight or within 8 hours if it falls during the day.
- If someone notices an icy or snowy sidewalk, they can report it through [the SeeClickFix program link](#) on the City website. DPW gathers requests through this portal and can then efficiently dispatch crews to examine and address issues. Citations are issued daily and, after they are issued, officers go back to make sure that the problems are being addressed. Last year, DPW received around 1200 complaints and issued just 600 citations, demonstrating that they try to educate people rather than immediately issue citations.
- The continuity of other DPW services may be interrupted when it snows, because the crews that clear snow are the same as those who fill potholes, clean city buildings, pick up trash and perform other services for the City.
- Dead ends and private ways are not owned or maintained by the City, as DPW snow removal vehicles do not enter these areas. Many people are not aware that these areas are not City property, so getting property owners to clear them properly can be a challenge.
- The City does not clear disability parking spots unless they abut City properties.
- While the use of items such as chairs or household equipment to save snow-cleared parking spots is prohibited, DPW has not seen the same widespread use of "space savers" in Cambridge as in Boston so their removal is not prioritized.
- Brian discussed the City's two main practices of managing ice and snow on roads and sidewalks, including anti-icing and de-icing:
 - Anti-icing involves a product that is put down before snowfall. This product is either rock salt or brine, which is a straight liquid form of rock salt. Brine is usually the best option for anti-icing, because it works like a cooking spray, creating a protective layer on the road to prevent snow from sticking and making it easier to plow. Rock salt is not effective until it melts and needs to interact with snow to begin melting, so it is a better option for de-icing existing snow. Brine is also better for the environment than rock salt, as it is less corrosive and less harmful to waterways. The City has three trucks ranging from 500-900 gallons that can pre-treat streets with brine before storms.

- De-icing involves removal of snow from roadways during active or past storms. In these cases, rock salt is generally preferred over brine because it is more efficient to put out. The rock salt the City uses involves a mix of an agricultural byproduct (sugar) and magnesium and is pre-mixed at the distributor.
- All trucks are being rebuilt this year with new parts so the City will be prepared for future storms.
- During an active snowstorm (usually 3 or more inches of snow) the city is split into several sections which each have one piece of DPW owned snow-removal equipment and one piece of contractor equipment (see slide 23 for section map). There are five sections, which each have a snow crew and an additional group that handles main roadways and ensures that cars, emergency vehicles and other vehicles can get through the streets.
- The [Snow Center website](#) contains all the City's snow-related communications and information. The City also posts snow communications on [X/Twitter](#), [CodeRed](#), and [Facebook](#). The best way to report any snow-related issues to the City is through [SeeClickFix](#).
- A board member expressed concerns about enforcement of snow-clearing around Alewife station, although they are aware the Massachusetts Bay Transportation Authority (MBTA) is responsible for sidewalks there. She has noticed a lack of snow removal around the station and has almost fallen several times. She also expressed similar concerns about the sidewalks between her inclusionary apartment building and the adjacent park, which involve both public and private entities.
 - TJ said DPW has conversations with the MBTA, Cambridge Department of Transportation (DoT) and the Massachusetts Department of Conservation and Recreation (DCR) about how to keep the paths around Alewife maintained and cleared. He recommended reporting all concerns through SeeClickFix, even in areas where other public entities are responsible, because DPW can reach out to and collaborate with the appropriate parties and can create a record of the problem.
- A staff member expressed concerns about brick sidewalks on Inman Street near Central Square, which were extremely hazardous during the ice storm earlier this week and required pedestrians to walk in the street.
 - TJ said the abutting property owners are most likely responsible for clearing these sidewalks and recommended using SeeClickFix to report them.
- A board member asked what efforts have been made to inform the public about SeeClickFix.
 - TJ and Brian explained that DPW has posted information about SeeClickFix on social media platforms such as X/Twitter and Facebook, and that these posts received a lot of traction and positive responses. The posts mainly described the different things the program can be used to report (such as graffiti, missed trash pickup, etc.) and emphasized that you do not need an app to access the website and can make reports from a web browser.
 - The board member suggested a modest advertising campaign to create more awareness about SeeClickFix.
- A board member suggested creating communications or programming to educate homeowners on their responsibility to clear sidewalks and create awareness about how this benefits people with disabilities.

Approval of October Minutes:

- The October 2025 CCPD meeting minutes were approved with the following amendments (7 members in favor, one abstention from Cecelia Cobb):
 - Add "2025" to the minutes date in the title
 - Clarify whether Kate attended the October meeting

Vote on Letter of Support:

The board reviewed a letter drafted by CCPD (see attached) expressing support for a policy that would require the State Affordable Housing Trust Fund to require 10% of units in new developments to be built to accommodate people with disabilities.

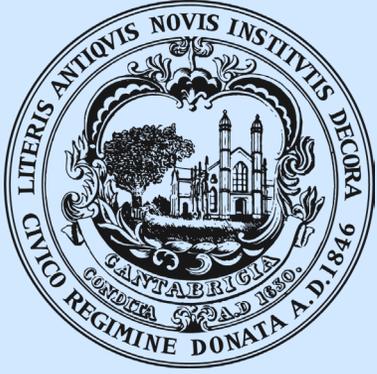
- Rachel pointed out that Danielle’s last name should be hyphenated
- A board member said they would prefer for the whole CCPD Board to sign the letter rather than just the Chair. Rachel said this is something to consider for similar types of support letters in the future but would require consent from each individual board member (we are missing someone tonight, so this is not feasible).
- The board voted unanimously to send the letter to the Executive Office of Housing and Livable Communities (EOHLC) with the amendment to hyphenate Danielle’s last name.

Public Comment:

None.

Meeting adjourned at 7:01 pm.

Respectfully submitted,
Maya Friedrich



City of Cambridge Winter Operations





Agenda

- 03** 2024-2025 Summary
- 04** Historical Data
- 06** Weather Outlook
- 07** Storm Coordination
- 08** Parking Bans
- 10** Accessibility
- 18** Specialty Equipment
- 22** Anti-Icing/De-Icing

2024-25 Season Event Summary

- ▶ 25.4" of snow
- ▶ 4858 tons of salt
- ▶ 30,000 Gallons of Brine

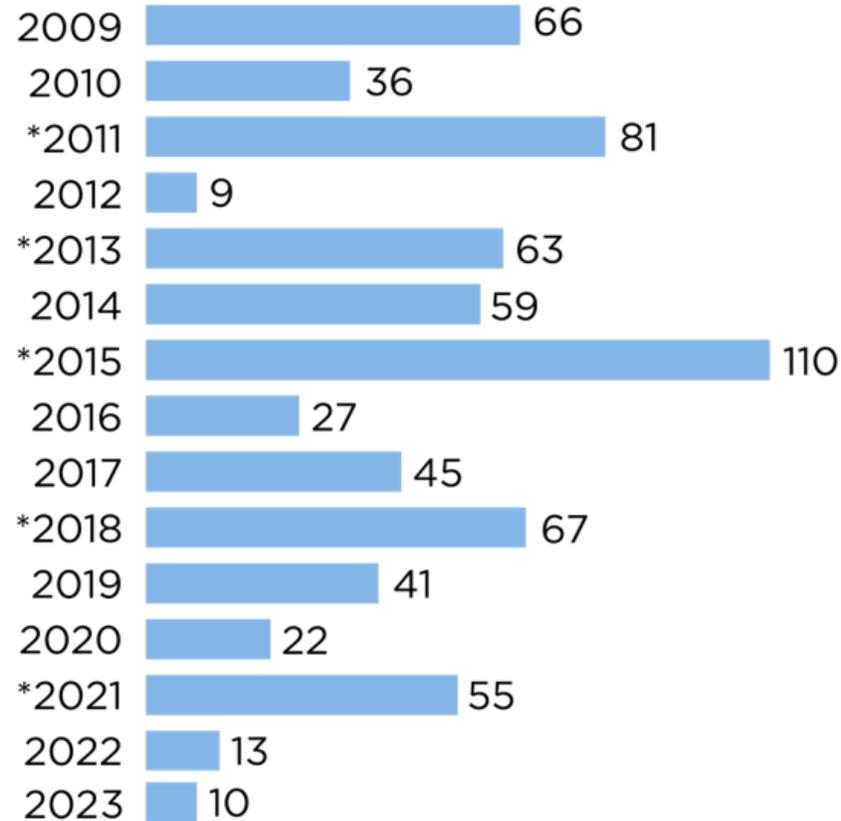
- ▶ 15 salting events
- ▶ 3 plow events
- ▶ 2 hauling events



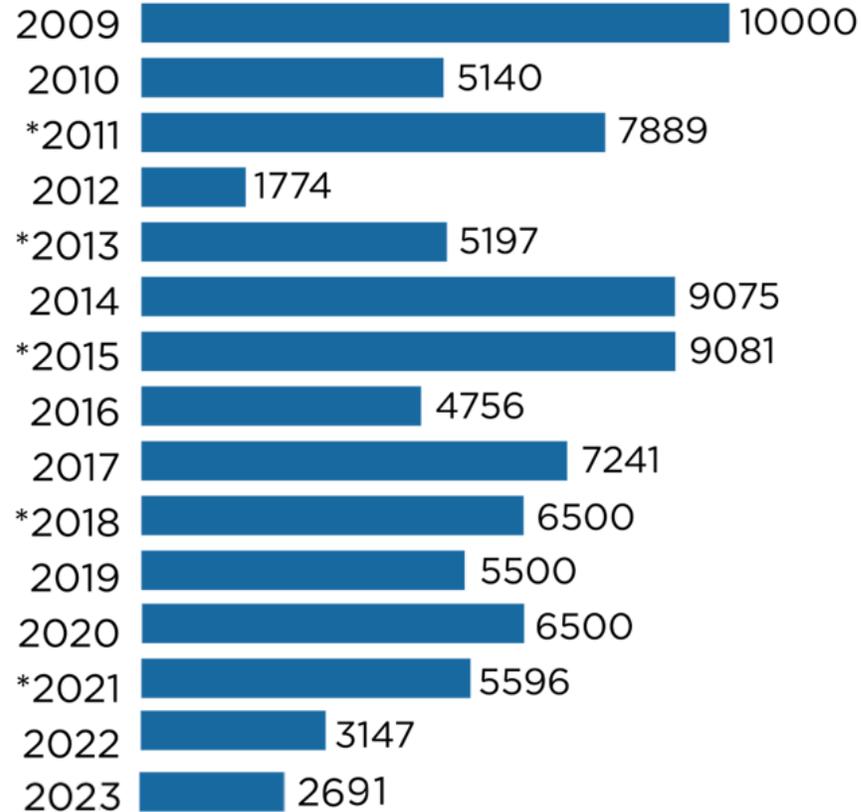
Historical Data

* Indicates a year where we have had at least one blizzard

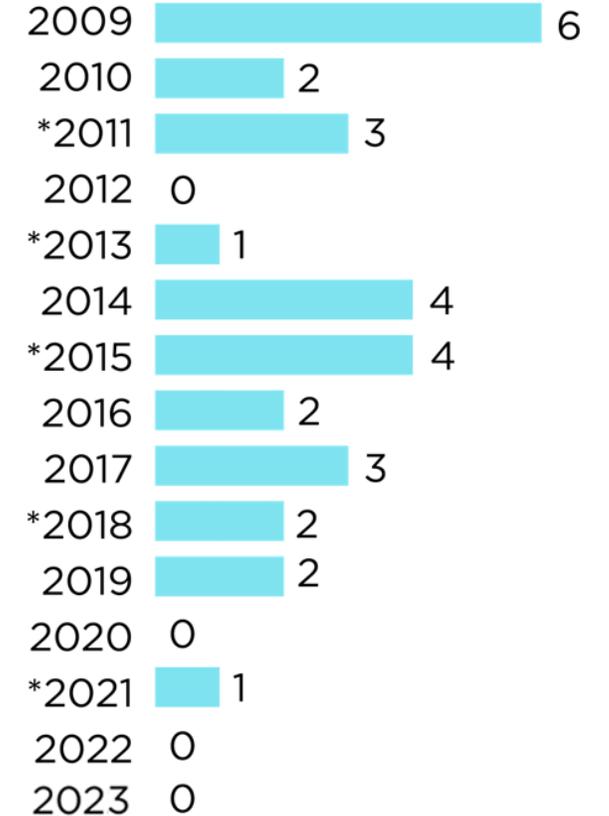
Snowfall (Inches)



Salt Tons



Number of Parking Bans



Preparing for Winter Weather Outlook

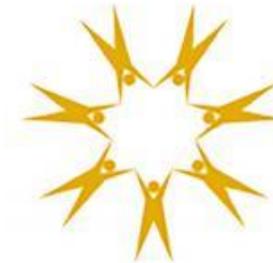
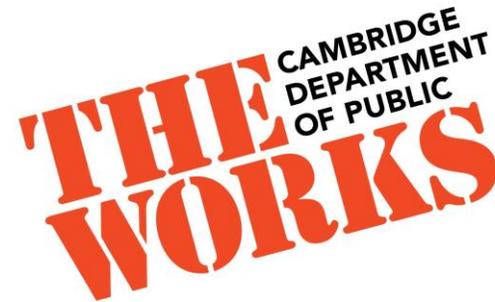
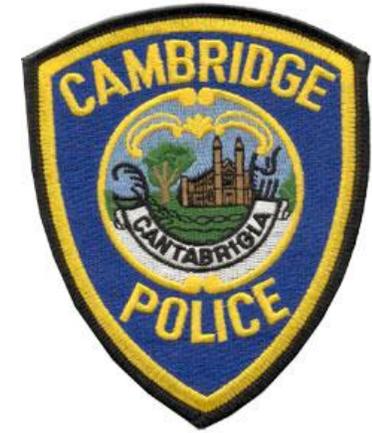


Precipitation Outlook

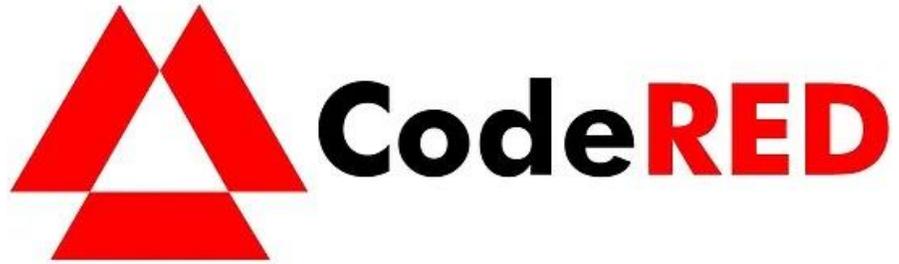
- Temperatures slightly above normal across Southern New England
- Snowfall slightly below normal for most of New England
- Could be an active start to winter
- Potential for inside runners (storm tracks west of the coast)
- Large storms possible as throughout winter
- High variability through winter, could be wild.

Citywide Storm Coordination

- DPW
- City Manager's Office
- Police Department
- Fire Department
- Cambridge Public Schools
- Dept of Human Services
- Transportation Department
- Water Department
- Electrical
- Inspectional Services
- Emergency Communications



Department of
Human Service Programs



Parking Ban

- Declaring the ban
 - Notification and Communication
 - Snow Center
 - CodeRED
 - Social Media
- Towing Operations
 - Supervision
 - Coordination
- Street assessment
 - Traffic and DPW
- Lifting the Ban

Snow Emergency Parking

52 Oxford St
(Harvard)

First St Garage
(City)

Green St Garage
(City)

Cambridgside
(Private)

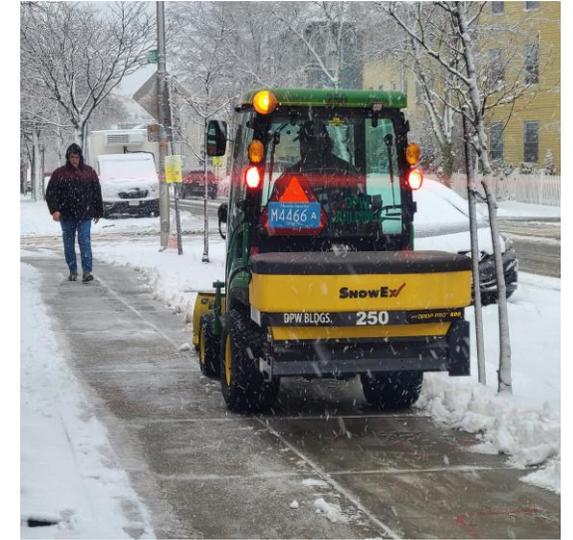
One Kendall Square Garage
(Private)



Public Transportation Accessibility

Bus Stops/Ramps

- ▶ Cambridge Street
- ▶ Massachusetts Avenue
- ▶ Concord Avenue
- ▶ Mount Auburn Street
- ▶ Western Avenue
- ▶ River Street
- ▶ Huron Avenue
- ▶ Rindge Avenue
- ▶ Broadway
- ▶ Prospect Street
- ▶ Pearl Street
- ▶ Brookline Street
- ▶ Green Street
- ▶ Granite Street
- ▶ Aberdeen Ave
- ▶ Magazine Street
- ▶ Putnam Ave – Western to Brookline
- ▶ Bigelow Street
- ▶ Inman Street
- ▶ Webster Street
- ▶ Windsor Street
- ▶ Garden Street
- ▶ Main Street
- ▶ Kirkland Street
- ▶ Quincy Street
- ▶ Columbia Street
- ▶ Hampshire Street



Pedestrian Operations



30+ miles of City-Cleared Sidewalks/ Curb Ramps



Abutting schools, public buildings, public open space



City-owned parking lots and garages



Residential exemption program

School/Public Safety Access



Protected and Raised Bike Lanes

- Challenging
- Timing
- Messaging
- Responsibility



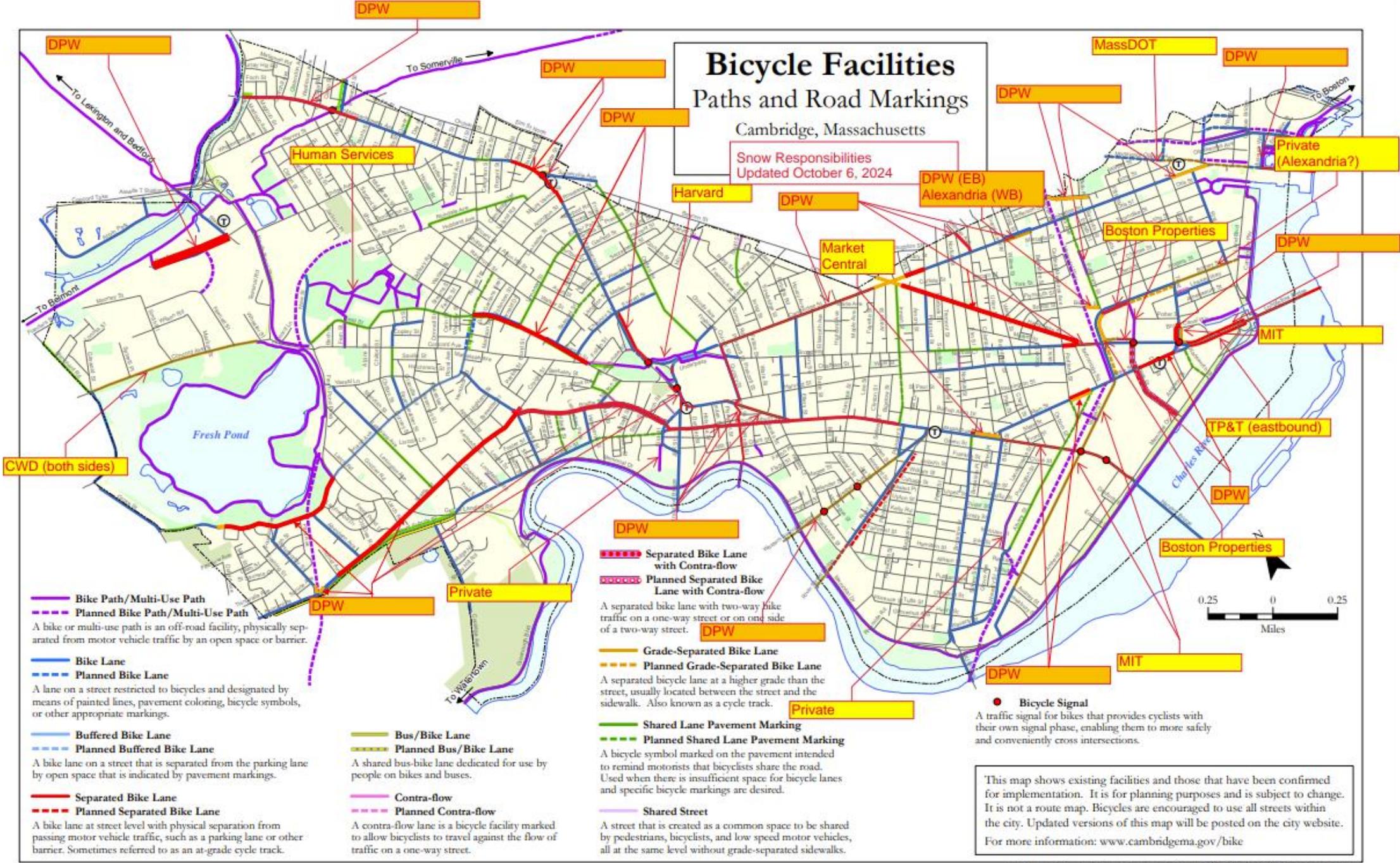
Bike Facilities and Snow Removal

- The number of bike facilities are increasing every year
 - Newest bike lanes on Aberdeen, Broadway, Main Street
- Each has different needs in terms of snow removal
- In some cases, these facilities are part of “quick build” projects and present challenges in terms of maintenance during snow season
- Snow removal in bike facilities is a shared responsibility between
 - DPW
 - DHSP
 - Transportation
 - Private Developments
 - Universities

Bicycle Facilities Paths and Road Markings

Cambridge, Massachusetts

Snow Responsibilities
Updated October 6, 2024



Bike Path/Multi-Use Path
 - - - - - Planned Bike Path/Multi-Use Path
 A bike or multi-use path is an off-road facility, physically separated from motor vehicle traffic by an open space or barrier.

Bike Lane
 - - - - - Planned Bike Lane
 A lane on a street restricted to bicycles and designated by means of painted lines, pavement coloring, bicycle symbols, or other appropriate markings.

Buffered Bike Lane
 - - - - - Planned Buffered Bike Lane
 A bike lane on a street that is separated from the parking lane by open space that is indicated by pavement markings.

Separated Bike Lane
 - - - - - Planned Separated Bike Lane
 A bike lane at street level with physical separation from passing motor vehicle traffic, such as a parking lane or other barrier. Sometimes referred to as an at-grade cycle track.

Bus/Bike Lane
 - - - - - Planned Bus/Bike Lane
 A shared bus-bike lane dedicated for use by people on bikes and buses.

Contra-flow
 - - - - - Planned Contra-flow
 A contra-flow lane is a bicycle facility marked to allow bicyclists to travel against the flow of traffic on a one-way street.

Separated Bike Lane with Contra-flow
 - - - - - Planned Separated Bike Lane with Contra-flow
 A separated bike lane with two-way bike traffic on a one-way street or on one side of a two-way street.

Grade-Separated Bike Lane
 - - - - - Planned Grade-Separated Bike Lane
 A separated bicycle lane at a higher grade than the street, usually located between the street and the sidewalk. Also known as a cycle track.

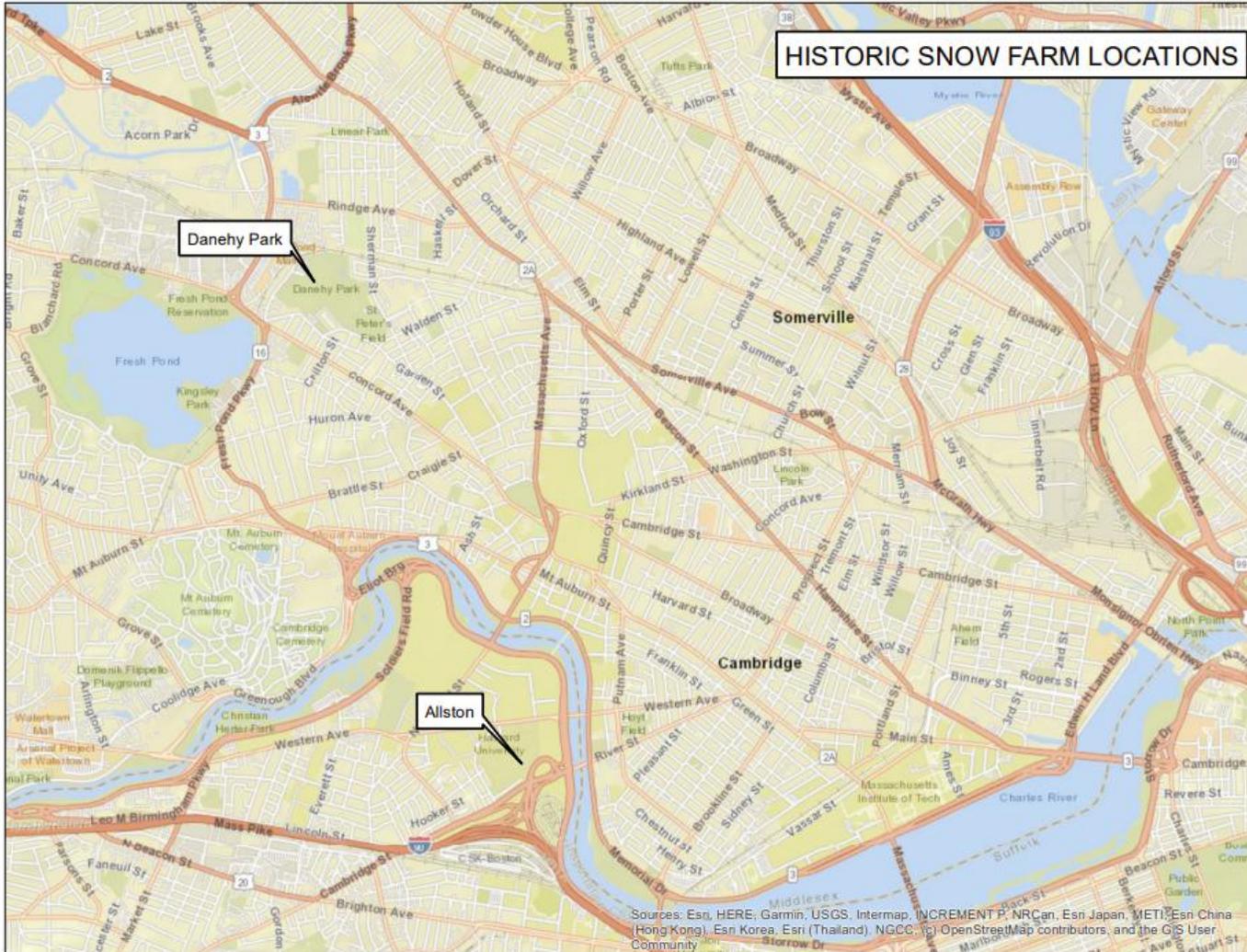
Shared Lane Pavement Marking
 - - - - - Planned Shared Lane Pavement Marking
 A bicycle symbol marked on the pavement intended to remind motorists that bicyclists share the road. Used when there is insufficient space for bicycle lanes and specific bicycle markings are desired.

Shared Street
 - - - - -
 A street that is created as a common space to be shared by pedestrians, bicyclists, and low speed motor vehicles, all at the same level without grade-separated sidewalks.

Bicycle Signal
 A traffic signal for bikes that provides cyclists with their own signal phase, enabling them to more safely and conveniently cross intersections.

This map shows existing facilities and those that have been confirmed for implementation. It is for planning purposes and is subject to change. It is not a route map. Bicycles are encouraged to use all streets within the city. Updated versions of this map will be posted on the city website. For more information: www.cambridgema.gov/bike

Snow Hauling





Specialty Equipment

Sidewalk/Bike Lanes



- Holder sidewalk tractor
- Wacker Neuson sidewalk tractor
- Multihog tractor
- Bobcat skid steer



Ticketing/Fines

Snow Season	# of Complaints Received
2016-2017	1068
2017-2018	933
2018-2019	591
2019-2020	695
2020-2021	758
2021-2022	970
2022-2023	223
2023-2024	403
2024-2025	1270
Total:	6911

Snow Season	# of Citations Issued
2016-2017	546
2017-2018	166
2018-2019	210
2019-2020	326
2020-2021	223
2021-2022	274
2022-2023	83
2023-2024	188
2024-2025	578
Total:	1828



Challenges

- Continuity of Services
- Dead Ends
- One-way Streets
- Handicap Parking
- Space savers





Anti-Icing & De-Icing





Anti-Icing with Brine

The brine solution is applied in liquid form to the roadway before anticipated snow or ice and prevents snow and ice from bonding with the street surfaces. Unlike granular salts which can bounce off roadways or get stuck on top of snow and ice, brine begins working immediately once it comes into contact with precipitation.



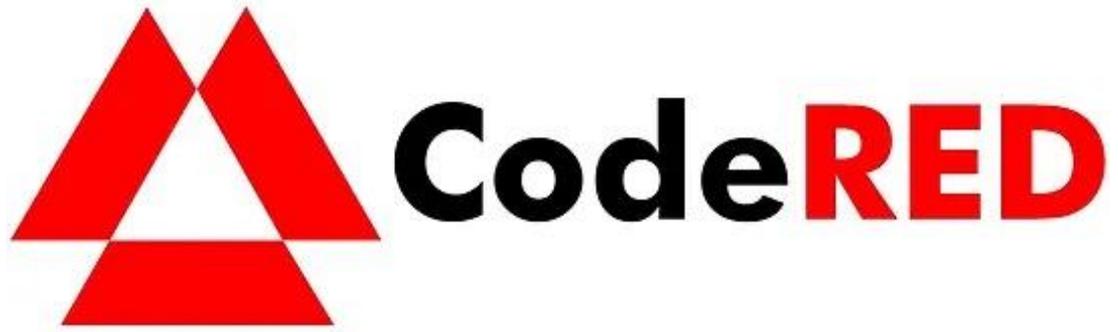
De-Icing

During and after a storm, we work to de-ice the roads, bike lanes, and sidewalks. We remove the ice and snow from the surface of the road by plowing and applying additional materials to the surface of the roads. This helps to loosen the ice and snow from the pavement, while also lowering the freezing point of water.



Materials Used

- Rocksalt
- Magnesium Chloride
- Pre-mix



Visit Cambridge Snow Center for More Updates

www.cambridgema.gov/snow

CITY OF CAMBRIDGE

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Home > Snow Center

Parking Transportation Streets & Sidewalks Shoveling Resources

SNOW CENTER

Last Updated at April 4, 7:38 AM

- Parking Ban**
NOT IN EFFECT
- Libraries**
REGULAR HOURS
- City Offices**
REGULAR HOURS
- Trash and Recycling**
ON SCHEDULE
- Human Service Programs**
REGULAR SCHEDULE

Contact Us



Questions?



Cambridge Commission for Persons with Disabilities

Advisory Board Retreat Notes

May 31, 2025

12-5 (lunch 12-1)

Location: 225 Franklin St, Boston, MA

Attending:

Facilitator: Ora Grodsky, Just Works Consulting

Staff: Maya Friedrich, Kate Thurman, Rachel Tanenhaus

Board: Keisha Greaves (chair), Danielle McLaughlin (secretary), Loring Brinckerhoff, Dan Stubbs, Emma Pan, Deepti Nijhawan

Purpose and Outcomes:

Purpose: Strengthen cohesion and collaboration among CCPD Advisory Board members.

Desired Outcomes:

- Build a sense of community and deepen relationships with one another.
- Shared understanding of the parameters of serving on a government commission—what is and isn't possible
- Shared understanding of the Advisory Board member role
- Clarify how the Advisory Board and CCPD staff can best support one another
- Identify Advisory Board goals and priority projects for the year ahead
- Determine what working groups are needed moving forward
- Consider how to make Advisory Board meetings more effective and meaningful

Openings and Introductions:

Board members and staff described their motivations for joining the CCPD and what talents/resources they bring to CCPD

What does CCPD do/not do?

See handout.

Advisory Board Goals for the Next Year

Attendees split into three breakout groups, each made up of one staff and two board members. Groups were tasked with identifying goals they would like to create for the next year.

Ora identified two categories of goal areas for next year: improving meetings and initiating special projects via working groups. When the full group reunited to discuss ideas generated in the breakout groups, the following ideas were identified for each category:

Improving Meetings:

- A board member mentioned that the monthly Department of Public Works (DPW) report would be more helpful if, instead of reading a list of projects, one project were highlighted at each meeting and the DPW representative could specifically speak to accessibility improvements or issues relating to the project.
- Board members feel in-person or hybrid meetings would improve productivity and create stronger relationships between board members. CCPD staff clarified that while we hope to eventually return to hybrid meetings (fully in-person meetings would be inaccessible), the conference room at 51 Inman Street needs to be updated to be more accessible. They shared that the Department of Human Service Programs (DHSP) has approved the budget request for new furniture that will create more space for mobility aid users to move around the room, and we will get an Owl device to improve the hybrid setup. We are unsure of the timeline on these updates so meetings will remain virtual for now.
- A group suggested creating targeted themes for each board meeting—for example, July is Disability Pride Month so a July meeting could be centered around that. They also mentioned inviting different board members to share their own knowledge about areas of expertise or invite speakers each month. A board member also requested we bring in speakers who have specific questions for us and can benefit from CCPD's expertise.
- Board members requested updates at monthly meetings about how current government policies impact disability access.

- A group requested updates on City of Cambridge initiatives with which CCPD is involved.
- The board requested an opportunity at an upcoming meeting to discuss expectations of working groups to make sure group members agree on what their meeting frequency/scope of work will look like.
- Board members said it would be helpful to have opportunities at each meeting for working groups to share updates on their projects.

Special Projects:

- One theme discussed across breakout groups was creating a CCPD social media presence to increase our visibility. Rachel clarified that CCPD staff are currently meeting with DHSP's communications team to discuss an improved communications strategy, but that immediate and direct control of social media accounts by board members is unrealistic because everything must follow City communications procedures. CCPD staff will continue to provide updates and explore how the board can be more involved in our communications efforts. Ora suggested facilitating a social media Purpose, Outcomes, Process (POP) at a future board meeting. Board members also expressed interest in providing feedback on the newly launched CCPD website.
- Several groups expressed interest in creating welcome packets for new Cambridge residents, a project initiated by a past working group that never got off the ground.
- A group also brought up making a housing fact sheet for people with disabilities in Cambridge.
- Board members discussed strategizing to improve CCPD's involvement with the Cambridge Participatory Budget (CPB) project and making that process more accessible for people with disabilities.
- A board member suggested creating resource sheets for parents of Cambridge residents with disabilities.
- Several members expressed interest in creating a welcome/orientation packet for new CCPD board members.

Working Groups

Based on the special project ideas shared by board members, the board identified the following working groups to be voted on at the June CCPD meeting:

- **Resource sheets working group:** will include welcome packets for new Cambridge residents with disabilities, housing resources for people with disabilities, and resources for parents – Keisha and Emma expressed interest.
- **CPB working group:** will focus on CCPD’s role in the Cambridge Participatory Budget (CPB) process – Keisha, Danielle, and Deepti expressed interest.
- **New board member welcome packet working group:** will focus on developing orientation resources for new CCPD board members – Keisha and Loring expressed interest.

How can the Staff and Advisory Board support each other?

The CCPD staff asked the board how staff can better support them:

- A board member asked what resources were available through CCPD or the city if they were looking to create visibility for their personal business, understanding they cannot do that in their role as a CCPD member but rather as an individual Cambridge citizen. Kate recommended exploring the Economic Development Division, which offers workshops and grants for local business owners.
- Kate also mentioned that we can provide information and referral to community members looking to make their businesses/events more accessible.
- The board brought up exploring different ways CCPD could make meetings more engaging, such as planning interactive activities, creating check-ins/accountability for working groups and changing the focus of the DPW update.

Next steps:

- The board will vote on working groups at the June CCPD meeting and will initiate those groups following staff approval.
- Board leadership and staff will incorporate suggestions into upcoming meeting agendas.
- CCPD will continue to update the board on our plans to return to hybrid meetings once the Owl device arrives and the conference room is reorganized with new furniture.