

## CAO Recommendation

### 1. Requirements for becoming a COTD Commissioner

#### Proposed:

- Applicants shall be fluent in ASL and knowledgeable about Deaf culture.
- Applicants shall include at least 10 Deaf members fluent in ASL and know Deaf culture.

Recommendation: This requirement has to be adopted by the City Council by amending Riverside Municipal Code section 2.100.030, which provides the following (my suggestion is in **bold**):

2.100.030 - Membership, qualifications and terms of the Commission of the Deaf.

A. The Commission of the Deaf shall consist of 13 members appointed by the Mayor and City Council.

B. Members shall include three Citywide members, two youth ex officio members, one representative from each ward with two representatives from the ward in which the California School for the Deaf, Riverside is located.

C. Youth ex officio members shall be under 18 years of age and a current high school student attending a high school within the City of Riverside. For a youth ex officio member that becomes 18 years of age during their term, the term will end the March preceding their birthdate or the end of the school year, whichever occurs first.

D. The term of each member of the Commission shall be for four years with the exception of the youth ex officio members; the term of each youth ex officio member shall be for two years. However, the initial appointments of youth ex officio, Ward 3, and Citywide member seats after the effective date of this chapter, shall be determined by a drawing at the Commission's first meeting to decide which members shall serve one-, two-, or four-year terms. The inaugural term for the 13 members shall be broken down for each group as follows: assignment of a one-year term through March 1, 2024 will be assigned to one youth ex officio; assignment of a two-year term through March 1, 2025 will be assigned to Ward seats 1, 5, and 7, one Ward 3 seat, one Citywide seat, and one youth ex officio seat; and assignment of a four-year term through March 1, 2027 will be assigned to Ward seats 2, 4, and 6, one Ward 3 seat, and two Citywide seats.

**E. Members should consist of persons fluent in American Sign Language and knowledgeable about deaf culture, and at least ten members shall also be deaf.**

### 2. During COTD meeting:

#### A. Proposed:

~Commission of the Deaf commissioners shall have access to all monthly meetings;  
ASL interpreters at all COTD meetings

Recommendation: Here is the text of all agendas for the City's Board and Commission meetings:

"The City of Riverside wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by 42 U.S.C. §12132 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City's ADA Coordinator at (951) 826-2211 at least 72 hours before the meeting, if possible."

The COTD can make a standing request to the City's ADA coordinator to have ASL interpreters at all COTD meetings. See my proposed change to the bylaws, Rule 2 (attached).

B. Proposed:

Riverside TV will have Live meetings with live captions and Picture-in-Picture ASL interpreters

Recommendation: This requirement has to be adopted by the City Council by amending Riverside Municipal Code section 4.05.080, which provides the following (my suggestion is in **bold**):

4.05.080 - Minutes and recordings.

(A) The City Council, City Council Standing Committees, Planning Commission, Board of Public Utilities (not their committees), Budget Engagement Commission (not their committees), **the Commission of the Deaf** and Community Police Review Commission (not their committees) shall make a visual and audio recording of every open meeting. Any recording of any open meeting shall be a public record subject to inspection and copying and shall not be erased, deleted or destroyed for at least five years, provided that if during that five-year period a written request for inspection or copying of any recording is made, the recording shall not be erased, deleted or destroyed until the requested inspection or copying has been accomplished. Inspection of any such recording shall be provided without charge on a player or computer made available by the local body.

C. Proposed:

During the meeting, any phone calls, Videophone calls or other accessible shall be functioning

Recommendation:

I suggest that you discuss this issue with your City staff person. City staff does its best to make sure that technology is operating, but there have been glitches, even at the City Council level.

D. Proposed:

COTD Commissioners attending Commission or city functions or appointment within city departments meetings;  
Make a request to City Clerk "COTD Secretary" to arrange for an ASL interpreter, share with COTD commissioners ahead of time (in agenda)

Recommendation:

See my proposed change to the bylaws, Rule 2 (attached).

3. Long-Term

Proposed: changes to the ward representation of members on the Commission of the Deaf

Recommendation:

The City Charter will need to be changed to accommodate this request. City Charter sections 802 and 1404 provide the following:

**Sec. 802. - Appointments; terms.**

The members of each such board or commission shall serve at the pleasure of the Mayor and City Council and shall be nominated and appointed by the Mayor and City Council from the qualified electors of the City, none of whom shall hold any paid office or employment in the City government. **Each such board or commission shall have at least one member from each Council ward.** They shall be subject to removal by the Mayor and City Council by a motion adopted by five affirmative votes with the Mayor entitled to vote. The members thereof shall serve for a term of four years and until their respective successors are appointed and qualified, and may serve for not more than two consecutive full terms.

**Sec. 1404. - Charter; amending.**

This Charter, and any of its provisions, may be amended in accordance with the Constitution and laws of the State of California. **The City Council must submit any proposed Charter amendment, except for those proposed by voter initiative, to a Charter Review Committee for recommendation before the City Council places the Charter amendment proposal on a ballot.**

Any change to this section must be approved by voters. The City is required to convene a Charter Review Committee every eight years (the next date is February of 2027) to review and recommend to the City Council that revisions be put forward to voters for approval. The Charter Review Committee meetings are open to the public and proposed changes are welcomed for discussion. The City Clerk can provide more information on this process.