



City of Arts & Innovation

Safety, Wellness, and Youth Committee Memorandum

TO: SAFETY, WELLNESS AND YOUTH COMMITTEE **DATE: MARCH 19, 2025**

FROM: COMMISSION OF THE DEAF **WARDS: ALL**

SUBJECT: COMMISSION OF THE DEAF 2024 WORKPLAN UPDATE AND PROPOSED 2025 WORKPLAN

ISSUE:

Receive an update on the Commission of the Deaf 2024 Workplan activities and approve the proposed 2025 Workplan.

RECOMMENDATION:

That the Safety, Wellness and Youth Committee:

- 1. Receive an update on the 2024 Commission of the Deaf Workplan activities; and
- 2. Review and approve the proposed 2025 Commission of the Deaf Workplan.

BACKGROUND:

In late 2023, to enhance the direction of the City boards and commissions and ensure alignment with the Envision Riverside 2025 Strategic Plan, the City Manager’s Office requested that each board or commission develop an Annual Workplan. Each workplan was to be taken to the respective City Council Standing Committee for review and approval annually, with the initial workplans earmarked to begin in March 2024 and conclude in February 2025. Resolution 23976 identifies the Commission of the Deaf (COTD) under the purview of the Safety, Wellness and Youth Committee.

On September 13, 2023, the COTD reviewed a draft 2024 Workplan and recommended that it move forward to the Safety, Wellness and Youth Committee for approval. On December 20, 2023, the Safety, Wellness and Youth Committee approved the 2024 Workplan for the COTD. The Commission commenced work on the workplan items immediately following approval with the intent to address each item by the end of February 2025.

At the COTD meeting on February 12, 2025, the Commission received a draft 2025 Workplan for review and recommended that it be moved forward to the Safety, Wellness and Youth Committee for approval.

DISCUSSION:

The City’s board and commissions serve an important function in the City. Each board or commission is granted specific powers and duties or is charged to undertake a specified activity. The workplans of the board or commission outline activities that the board would like to accomplish during the course of the year. The individuals who volunteer for these bodies are appointed by the City Council to represent the community’s interests and serve as important advisory bodies to the Council.

The Commission of the Deaf is tasked with the following four powers/duties/functions, per Ordinance 7623:

Section 2.100.040 – Powers, Duties and Functions.

- A. Serve in an advisory capacity to help create an integrated community that promotes full participation in society, education and employment, effective communications, and cultural awareness.
- B. Review community policies, programs, and actions which affect persons within the deaf community and make appropriate recommendations to City Council.
- C. Render advice and assistance as requested to other City boards and commissions, and to City departments on matters affecting members of the deaf community.
- D. Perform other functions, community outreach, and duties as may be directed by the City Council.

2024 COTD Workplan Updates

The chart below lists the approved 2024 Workplan objectives and the related work completed by the COTD from March 1, 2024, through February 28, 2025.

COTD Work Plan Tasks	Status
Build awareness and connection with the Deaf Community by serving as Co-Host of the Annual DeaFestival event with the Deaf Community of Riverside.	<p>COMPLETED/ONGOING</p> <ul style="list-style-type: none"> • Served as Co-Host to DeaFestival and worked with communications team on marketing strategies. Provided survey to the community to obtain feedback from the community. • Participated in tabling opportunities, including events provided by the School for the Deaf.
Assist in identifying resources to improve City communications with the Deaf Community with possible implementation in key customer	<p>ONGOING</p> <ul style="list-style-type: none"> • Working with the Communications department on possible marketing strategies and the possibility of adding

service areas including the One Stop Shop and 311 Call Center.	ASL to Legistar and in customer service departments.
Advocate and work with the Parks, Recreation, and Community Services Department to meet and create programming opportunities for members of the Deaf Community.	ONGOING <ul style="list-style-type: none"> Meeting with Parks, Recreation, and Community Services Department to implement additional deaf programming.
Assist City departments to connect effectively with the Deaf Community and provide advice and assistance on matters affecting the Deaf community.	ONGOING <ul style="list-style-type: none"> Engaged with the Chief Innovation Officer to discuss potential solutions for the communication challenges within the community.
Report Commission workplan performance outcomes quarterly.	ONGOING <ul style="list-style-type: none"> Created Workplan Ad-hoc to report all progress to the commission and engage in new ideas brought forward by the members of the commission.

Draft 2025 COTD Workplan

The 2025 Annual Workplan tasks were drafted in alignment with the powers and duties of COTD and the City’s Strategic Plan. COTD was created to advise the Mayor and the City Council on assistance as requested to the other City Boards and commissions, and to the city departments on matters affecting members of the deaf community. The Commission engages in outreach activities as may be directed by the City Council.

The Draft 2025 COTD Workplan includes the five following consolidated items that represent the objectives and goals for March 1, 2025, through February 28, 2026:

1. Build awareness and connection with the Deaf community by serving as Co-Host of the Annual DeaFestival event with the Deaf Community of Riverside.
2. Assist in identifying resources to improve City Communication with the Deaf Community with possible implementation in key customer service areas including the One Stop Shop and 311 Call Center.
3. Advocate and work with the Parks, Recreation, and Community Services Department to meet and create programming opportunities for members of the Deaf Community.
4. Assist City departments to connect effectively with the Deaf community and provide advice and assistance on matters affecting the Deaf community.
5. Report Commission workplan performance outcomes quarterly.

STRATEGIC PLAN ALIGNMENT:

This item aligns with Strategic Priority No. 5 – High Performing Government, Goal No. 5.5 - Foster a culture of safety, well-being, resilience, sustainability, diversity, and inclusion across the city organization.

1. **Community Trust** – The COTD fosters community trust by advocating for equal access to City services and ensuring transparent communication with the Deaf and hard-of-hearing community.
2. **Equity** – The Commission’s workplan advances equity by addressing barriers to communication and providing targeted support for marginalized Deaf individuals and families.
3. **Fiscal Responsibility** – The COTD ensures fiscal responsibility by efficiently managing resources and leveraging partnerships to maximize the impact of its initiatives.
4. **Innovation** – The Commission embraces innovation by using modern tools and strategies such as social media to enhance community engagement and promote inclusivity.
5. **Sustainability & Resiliency** – The COTD contributes to sustainability by advocating for long-term solutions that ensure ongoing access to resources and support for the Deaf community.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

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Attachments:

1. Draft 2025 Commission of the Deaf Work Plan
2. Presentation