

Master Work Plan Ad-hoc

(updated April 2025)

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FIRST SECTION

Community Engagement & Events

1. **Coordinate with the Deaf Community of Riverside** to co-host the **Annual DeaFestival**.
 - Schedule planning meetings with event partners.
 - Develop promotional materials in ASL and English.
 - Identify and invite local Deaf artists, vendors, and performers.

City Communication Accessibility

2. **Identify communication barriers** and suggest improvements for:
 - **One Stop Shop**
 - **311 Call Center**
 - Gather feedback from the Deaf community.
 - Collaborate with IT/Customer Service departments to explore visual and text-based solutions (e.g., VRS, live chat).

Inclusive Recreation & Programming

3. Meet with Parks, Recreation, and Community Services Department to:

- Assess current programming for accessibility.
- Recommend Deaf-friendly recreational events and ASL-inclusive activities.
- Propose new inclusive events or modifications to existing ones.

City Department Consultation & Advisory

4. Guide all City departments on:

- Best practices for effective communication with Deaf residents.
- Training staff on Deaf culture and ADA compliance.
- Reviewing materials and signage for accessibility.

Performance Monitoring & Reporting

5. Track and report quarterly on progress, including:

- Summary of meetings held and outcomes.
- Updates on program development and event planning.
- Challenges and community feedback.
- Submit written updates to the Commission and City Council.

Policy & Review

6. Review existing city policies and programs affecting the Deaf community.

- Identify areas for improvement or revision.
- Draft recommendations for Council or department consideration.

Community Outreach

7. Promote awareness of Commission initiatives through:

- Social media outreach in ASL and English.
- Hosting community listening sessions or town halls.
- Distributing ASL-accessible surveys to gather input.

SECOND SECTION

Calendar Timeline: April–December 2025

Month	Action Items
April	Kick-off meetings with the Deaf Community; assess One Stop Shop & 311 accessibility
May	Begin DeaFestival planning; outreach to Parks & Rec; gather survey responses
June	Q1 Progress Report due; schedule city department consultations; review policies
July	Develop ASL/English promotion for DeaFestival; conduct first community town hall
August	Finalize DeaFestival logistics; deliver training to Parks & Rec & City staff
September	Host Annual DeaFestival; submit Q2 Progress Report; policy recommendation draft
October	Follow-up on DeaFestival feedback; support implementation of accessibility fixes
November	Conduct a second listening session; finalize any remaining consultations
December	Submit Q3 (Year-End) Report; prepare recommendations for 2026 work plan

THIRD SECTION

The City of Riverside's **Envision Riverside 2025 Strategic Plan** outlines key priorities that align with the mission of the Commission of the Deaf. To integrate relevant aspects into the Commission's work plan, consider the following:

1. Community Well-Being

Strategic Goal: Enhance community health, safety, and inclusivity.

Application for the Commission of the Deaf:

- **Promote Accessibility:** Advocate for comprehensive accessibility in public spaces, ensuring facilities and services accommodate the deaf community.
- **Public Safety Collaboration:** Work with emergency services to develop communication strategies for deaf individuals during emergencies.

2. Equity

Cross-Cutting Thread: Ensure fair treatment and equitable distribution of services to all community members.

Application for the Commission of the Deaf:

- **Policy Advocacy:** Advocate for policies that address systemic barriers faced by the deaf community, promoting equal opportunities in employment, education, and civic participation.
- **Community Engagement:** Facilitate forums and workshops to gather input from deaf residents and ensure their voices inform city decisions.

3. Community Trust

Cross-Cutting Thread: Foster transparency and inclusive community engagement.

Application for the Commission of the Deaf:

- **Transparent Communication:** Ensure city communications are accessible, utilizing sign language interpreters and captioning services during public meetings and announcements.
- **Representation:** Encourage the appointment of deaf individuals to various city boards and commissions to enhance diverse representation.

4. Arts, Culture, and Recreation

Strategic Goal: Support cultural activities that reflect the city's diversity.

Application for the Commission of the Deaf:

- **Inclusive Events:** Collaborate with cultural organizations to host events that celebrate deaf culture and ensure accessibility for deaf attendees.

- **Awareness Campaigns:** Promote awareness of deaf culture through city-sponsored programs and initiatives.

5. High Performing Government

Strategic Goal: Deliver effective and efficient services with a focus on inclusivity.

Application for the Commission of the Deaf:

- **Staff Training:** Advocate for city staff to receive training on deaf awareness and communication strategies.
- **Feedback Mechanisms:** Establish channels for the deaf community to provide feedback on city services, ensuring continuous improvement.

FOURTH SECTION

Motions for COTD meetings:

Motion Item #1 *(to be presented during April '25 meeting, to be discussed & voted on during May '25 meeting)*

Title: Motion to Create a Dedicated Accessibility and Inclusion Page on the City Website

Proposed By: [Commissioner Name]

Motion Text: I move that the Commission of the Deaf formally request that the Riverside City Council direct City staff to create a dedicated Accessibility and Inclusion page to be prominently featured on the City of Riverside homepage.

This dedicated space should provide centralized access to:

- A calendar of inclusive and accessible public events
- Resources in compliance with the Americans with Disabilities Act (ADA) and other access-related laws
- Links to legal support and services for persons with disabilities
- City programs and amenities that are ADA-compliant
- Clear instructions on how to request accommodations

- ASL-interpreted city content and videos
- Contacts for city services and disability resource liaisons

Strategic Alignment: This motion supports the *High Performing Government* priority, and directly advances the City's Cross-Cutting Threads of Equity, Community Trust, and Innovation from the Envision Riverside 2025 Strategic Plan.

Motion Item #2 (*to be presented during April '25 meeting, to be discussed & voted on during May '25 meeting*)

Title: Motion to Prioritize the Creation of a Deaf Cultural Community Center

Proposed By: [Commissioner Name]

Motion Text: I move that the Commission of the Deaf request the Riverside City Council to prioritize efforts to establish a Deaf Cultural Community Center in the City of Riverside.

This proposed center would:

- Employ and empower Deaf professionals and community members
- Serve as a public education and outreach hub focused on Deaf culture, ASL, disability access, and equity
- Provide resources and programs for mental health, physical wellness, social support, art, culture, and community for Deaf residents
- Offer space for workshops, peer support, legal clinics, and creative expression

The Commission further requests that the City Council:

1. Direct appropriate staff to investigate available city-owned or partner-managed properties as potential sites
2. Initiate budget planning and grant research to support the development of such a center

3. Designate a City liaison to collaborate with the Deaf community and the Commission during the planning process

Strategic Alignment: This motion supports the goals of *Community Well-Being, Arts, Culture, and Recreation*, and *High Performing Government*, while reflecting the Cross-Cutting Threads of Equity, Sustainability, and Innovation outlined in the Envision Riverside 2025 Strategic Plan.

FIFTH SECTION

Notes: