



CITY OF BEND

Minutes | Regular Meeting | Final City of Bend Accessibility Advisory Committee (COBAAC)

Thursday, January 27, 2022, 1:00 to 2:30 pm

Held virtually via Zoom

1. Call to Order & Introductions

Chair Radon called the meeting to order at 1:04 PM, on January 27, 2022.

Members Present:

Ashley Mohni, Ashley Schahfer, David Blauwkamp, Kelsey Freeman (she/her), Kori Sparks (she/her)

Members Absent:

Jeff Lichtenberg and Frank Shirley

City of Bend Staff:

- Eric King (he/him) | City Manager
- Cherissa Alldredge (she/her/hers) | Accessibility and Equity Manager | City of Bend DEIA
- Anna Allen (she/her/hers) | Equity and Inclusion Director | City of Bend DEIA Director
- Barbara Campbell (she/her/hers) | COBAAC Councilmember Liaison
- Lisa Larsen (she/her) | Administrative Support Specialist Accessibility | DEIA Dept

Public in Attendance

Amanda Hamer

2. Land Acknowledgement

Cherissa Alldredge (she/her/hers) | Accessibility and Equity Manager | City of Bend DEIA

City of Bend Land Acknowledgment:

We would like to acknowledge that the beautiful land known as Bend, Oregon north to the Columbia River is the original homelands of the Confederated Tribes of Warm Springs. The Confederated Tribes ceded this land in the Treaty of 1855 while retaining regular and customary hunting, fishing, and gathering rights. The Wana Łama ([Warm Springs](#)), Wasq'ú (Wasco) and Northern Paiute people inhabited this area in certain seasonal times that clearly established their presence. It is also important to note that the Klamath Trail ran north through this region to the great Celilo Falls trading grounds. This trade route expanded the impact of commerce between Tribal nations. We acknowledge and thank the original stewards of this land. It is our hope that guests continue to honor and care for this land.



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3. Approval of Minutes from December 7, 2021 Meeting

Member Freeman approved the motion to approve December 7, 2021, minutes. Member Sparks (she/her) seconded the motion; unanimously approved by the remaining members in attendance.

4. Public Comment

Prospected COBAAC member Amber Hamer attended the meeting.

5. COBAAC Business

Nick Radon | Chair

- Chair Update
 - Vice-Chair Vacancy

Chair member Radon asked if there were any volunteers for the Vice-Chair position; there were no volunteers. Volunteers for the vice-chair position be proposed when new members are added to COBAAC.
 - Winter Access Award (WAA) Nomination Reminder:

Support specialist Larsen gave an overview of the Winter Access Award Process; to acknowledge businesses that show adherence to the snow removal guidelines set by the City of Bend. Following procedures outlined by COBAAC to gather the best snow removal practices amongst the City of Bend's business owners within the city limits.
 - Membership:

Resignations: Members Kelsey Freeman and Frank Shirley

Support staff Larsen gave recognition to both for their involvement and communication to the Accessibility department and the support and input on many projects presented at COBAAC meetings. Including a support letter to the city in support of a grant application for the Drake Footbridge

The rest of the City of Bend Accessibility Advisory Committee (COBAAC) members and Council liaison gave their contributions/comments recognizing both resigning members of their contributions to COBAAC.
 - Second Term Expirations:

Member A Schahfer: Accepted a 2nd term advising the committee she may be moving but still part-time in Bend. Asking, how does this affect her membership living part-time in Bend?

Member D Blauwkamp: Accepted a temporary 2nd term to conduct COBAAC business; until more committee members are added to COBAAC.

Update February 2, 2022: Because of the temporary modification to the COBAAC Charter, member D Blauwkamp moved forward, declining a 2nd term on COBAAC.



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- Summarization of Applicants Interviews:

Chair Radon: Based upon the interviews held last week, the interview panel forwarded their recommendations to the City Manager King (he/him).

- New Business – Temporary Modifications to the COBAAC Charter:

Accessibility and Equity Manager Cherissa Alldredge: City Manager King is aware of the slate of new candidates the interview panel is recommending and working on steps to extend appointments to those approved.

Manager Alldredge advised the committee City Manager King approved of the temporary suspension to the COBAC Charter to move forward to fill committee vacancies.

The temporary suspension will be:

- I. Suspend only filling appointments in April and posting vacancy notices in February; allowing flexibility to move forward with appointments
- II. Suspend the quorum consists of the majority of voting members; changing that to read a majority of members present
- III. Suspend when voting can take place for the Chair and Vice-Chair

These suspensions allow flexibility to fill positions as needed. There will be a later discussion with COBAAC to review if these suspensions should be permanent and look at other components of the Charter.

6. COBAAC and the Future of DEIA at the City of Bend

Anna Allen (she/her/hers) | Equity and Inclusion Director | City of Bend DEIA
Cherissa Alldredge (she/her/hers) | Accessibility and Equity Manager | City of Bend DEIA

Equity and Inclusion Director Anna Allen (she/her): The Diversity, Equity, Inclusion, and Accessibility (DEIA) team is looking to redeploy equity services and priorities through an equity lens that the City of Bend already provides; throughout all departments. Our goal is to establish a shared understanding and definition of equity across the organization. Director Allen will solicit feedback from community members to partner with the City of Bend Accessibility Advisory Committee (COBAAC) or the Human Rights & Equity Commission (HREC) to build relationships together.

Director Allen would like to hear feedback, experience, strengths, opinions, and what success looks like from COBAAC members and possibly have a regular assessment.

Accessibility and Inclusion Manager Alldredge: Accessibility work seems aligned with Director Allen's outlined. Disability is a complex experience, intersexuality is important. She wants to elevate COBAAC's work, exposure, and recommendations to City Manager King to manage and navigate that process.



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Manager Alldredge is interested in shifting organizational priorities, processes, and systems to make it easier for all folks inside the City organization to make things accessible for people with disabilities and accomplish these ideas. These include training for City staff, other internal stakeholders around the electronic web or document accessibility.

Input from COBAAC members:

- Want their time to be meaningful,
- Acknowledging equity part of accessibility
- The need to define and clarify equitability on all levels. Is there a process within the city making it equitable for people with disabilities
- Should COBAAC submit a suggested process on what they think Engineers and Designers should have to go through; Rory would be useful in this process
- Hiring people with a background with accessibility knowledge or being disabled
- COBAAC wants to receive accessibility input at the beginning stages of projects then follow-ups during different stages of the project
- Look into having subcommittees/focus groups on projects brought to COBAAC to be effective with accessible input but there is not enough time during a regular meeting
- Consider stipends because a lot of hours go into subcommittee/focus groups
- The need to recruit COBAAC members from the disabled community
- Engineers set up a workshop or site visit at the beginning of a project, COBAAC submit a process to the City
- Discussing and writing a letter of recommendation has been an issue in the past due to timing issues because COBAAC meets monthly, leaving no time to deliberate
- Define recommendation. Can members make personal recommendations
- COBAAC meetings are open to the public; on subcommittees, people may feel more comfortable sharing

Director Allen wants to work with COBAAC on how to elevate recommendations

City colleagues are discussing adding an optional demographics tool to committee and commission applications. This demographic tool may help with meeting the COBAAC Charter goal to maintain 51 percent of their members from the community have a disability.

It is illegal to ask if someone has a disability. Although, you can add in a notice that you are looking for people with disabilities.

Action Item: Regular assessment: Director Allen wants COBAACs' input on Equity; continued conversations monthly.



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Action Item: COBAAC members send their goals to Manager Alldredge or Support Staff Larsen

7. Accessibility and Equity Manager Update

Cherissa Alldredge (she/her/hers) | Accessibility and Equity Manager | City of Bend DEIA

Manager Alldredge asked the committee about their thoughts on the current time COBAAC holds their meeting and the monthly time commitment outlined in the COBAAC Charter. Please, contact Manager Alldredge with your thoughts.

Manager Alldredge is working on demographics, updates soon. She presented at a COCA meeting and asked to return to talk about audible pedestrian signals.

The City is working on a website and design project, talking about COBAAC's feedback on user experience; more information to come.

8. City Manager Comments

Eric King (he/him) | City Manager

City Manager King summarized that he plans on attending more COBAAC meetings and the City Manager's office to connect and go along with Manager Alldredge's vision and the feedback from COBAAC members.

We want to think beyond projects when talking about accessibility; we want to talk about people, policy, ultimately build a culture of how we live and breathe as an organization. And as a community, we are a welcoming city and learn from the mistakes of the past.

We cannot say do more, do more, as someone mentioned, and need to investigate stipends and lowering barriers without understanding what that means and want inclusivity. We are looking at those things as important.

City Manager King is willing to make a presentation on how boards and committees feed into Council goals.

9. COBAAC Councilmember Liaison Comments

Barbara Campbell (she/her/hers)

Council Liaison is excited that we are turning a new corner for the bright future for COBAAC. She is looking forward to getting COBAAC coordinated with the City Council goals, HREC and COCA.

10. Agenda Setting for Future COBAAC Meetings

Departments | Groups | Organizations | Projects | Letter of Recommendation/Support



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- February
 - Discuss Transportation Project Accessibility Best Practices | Sinclair Burr (Principal Engineer, City of Bend EIPD)
 - Fair Housing Assessment Follow-up | Racheal Baker (she/her/hers)
- Suggestions for Later Meetings

11. The Next COBAAC Meeting is on February 24, 2022, | from 1:00 pm to 2:30 pm

If you are not able to attend this meeting, please, contact accessibility@bendoregon.gov or call 541-693-2198

12. Adjourn (2:30 pm)

Motion to adjourn at 2:29; unanimously approved

Links that may be of Interest

- [Human Rights and Equity Commission \(HREC\)](#)
- [Winter Streets Operations | Emergency Zones | Street Priority Levels](#)



Accessible in Alternate Format Notification:

The City of Bend is committed to ensuring that public meetings are accessible. Accommodations such as sign language interpreter services, assistive listening devices, materials in an alternate format such as Braille, large print, or electronic formats, or other accommodations needed to ensure equal access due to a disability are available upon advance request at no cost. Please submit accommodation requests to the Accessibility Program at accessibility@bendoregon.gov, or call 541-693-2798, or TTY 541-312-8478 at least two business days in advance of the meeting, preferably three days to ensure availability.