

ADVISORY COMMITTEE ON ACCESSIBILITY

Minutes for Monday, July 18, 2022 at 3:00 PM

VIA ZOOM:

Attendance:

Nate Besio	Ethan Fellows	Laura Siegel	Katherine Schad
Amber Fulcher	Vanessa Santos Eugenio	Sophie Sauv�	Virginia Clark, Interpreter

I. COME TO ORDER

II. INTRODUCTIONS

III. UPDATES

- A. FY2023 Funding.
 - i. Katherine: Budgeted and approved \$15,000 funding for the committee
 - 1. The leftover budget from the previous fiscal year does not roll over.
- B. Education/Training Materials and BACA Website
 - i. Nate: Discussed the desire to provide education and training materials for the city in the last meetings, topics included: how to make things more accessible, disability etiquette, ADA 101. Resources are being compiled in a shared drive managed by Nate.
 - ii. Vanessa: Have access to Neogov trainings which can be accessed and supplied to City employees but are not accessible to the general public. Suggested that that perhaps the BACA webpage can be made into a good public resource.
 - iii. Nate: There is a need to spread accessibility information and knowledge, many city employees and people with disabilities don't even know about the accessibility services and benefits available. Would like to find a way to provide this information out to the community.
 - iv. Katherine: There is currently a location on the city website where this information can be made available (ADA portal under HR department on the

- city website). This webpage can be updated with important and notable accessibility information.
- v. Vanessa: Difference between resources for employees and the general public. Information on the website could include accessibility partners, who to work with, maps, etc.
 - vi. Laura: Worried that having ADA under HR could be misleading such as misunderstandings that ADA is tied solely with city employment.
 - vii. Amber: Important to show that this is a work in progress. Resources provided may become inaccurate over time but we should have a way for people to get connected to help.
 - viii. Katherine: Website will be having a overhaul over the next year. Agree with the issues raised by Amber
 - ix. Nate: Understand the worry of connecting ADA with HR, perhaps there should be a ADA page for employees and a ADA page for the public.
- C. Recruiting New Committee Members
- i. Nate: The original idea for the committee was for there to be members of the general public as well as representatives from the city.
 - 1. In the past the committee has had people from the Burlington School Board, Church Street Marketplace, and local business owners.
 - 2. Question for Katherine, what are the logistics/specifics with mayoral appointments and accessibility committee involvement?
 - a. Katherine: Will talk to the mayor about accessibility issues. Other than that, sounds like the committee could use School Board involvement, and DPW involvement (parking is now under their jurisdiction), and Church Street Marketplace involvement as top priorities.
 - b. Sophie REIB would be a good addition as well.
 - 3. How can we conduct more outreach and get the general public involved?
 - a. Perhaps involving and talking to the NPAs.

2) Sophie: Better to let them know sooner rather than later due to their busy agendas.

D. RSVP Zoom Links

- i. Nate: Changing the Zoom to RSVP format as a part of opening meetings up to the general public
 - 1. Laura: If you are planning on opening meetings to the public, important to make the meeting more accessible (currently too many open screens and unable to accommodate for the deaf and hard of hearing).
- ii. Nate: how can the city help spread the word on upcoming accessibility committee meetings?
 - 1. Public meetings are usually warned 3 days in advance, this includes posting agendas and information on the city website as well as in public places.

E. COB ADA Coordinator

- i. Nate: Established Katherine as the ADA Coordinator for the City of Burlington.
 - 1. Katherine: Please direct people and questions to me.

IV. ADJOURN 3:58 pm

Next Meeting on August 15th.

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