

# ADA Task Force Meeting Minutes

Draft – August 27, 2009

**Attending:** Sheila Bugbee, Jason Burke, Sheri Cadiente, Ed Carrillo, Samantha Carroll, Susan Colligan, Jon Dunham, Mary Stewart-Etheridge, Grace Gonzales (visiting), Jeff Hoover, Daniel Kantak, Skiff Lobaugh, Frank Love, Arnold Liebelt, Tim Lyden, Tom Nelson, Deborah Pock, Fran Rabago, Kathy Rado (assisting)

## Minutes

Amended to include last name of an attendee. Cheri motioned to approve the 5/28/09 meeting minutes as amended; Dan seconded. There were no objections. Minutes approved by voice vote.

## Guest Speaker

**Joan O’Keefe, Southeast Alaska Independent Living, Inc. (SAIL)**  
586-4920, 523-5285 (tty); [info@sailinc.org](mailto:info@sailinc.org)

- SAIL covers all of Southeast Alaska
- Uses state funds to leverage other funds, and provides fee for services
- Offers assistive technology training and loans
- Is an aging and disability resource center
- With respect to state activities, coordinates closely with the Division of Vocational Rehabilitation, which administers funding for the State Independent Living Council (SILC).
- Has a team of benefits specialists to provide counseling for people who are considering changes in the types of supports they receive and the work they can do.
  
- Jason reviewed materials requiring accessibility in ARRA projects and the task force decided that the state ADA office should copy them on an e-mail message to relevant contacts for resolution. Some agencies will not receive ARRA funds, and department ARRA coordinators can decide whether to forward. Nuances exist for every department and apply to programs, purchases, employment and contracts. The state office will include material that outlines applicable standards. Jeff Hoover asked that a link to the state website include the ARRA information.

**Letter to Governor Parnell was approved by the task force without objection.**

Jason covered the following topics in his report:

- Coordinated Transportation Conference
- Alaska Federation of Natives booth provided for departments
- State Web Access Project Update training occurring in November

- Self-Evaluation Status
- Accessible Meetings and Effective Communications
- Training Options/Calendar

#### **Online Reasonable Accommodation (RA) Referral**

- Jason proposed an overview of the Online RA process for consideration by the task force.
- Membership was undecided about the value of having an online process.
- Some thought the process would side step existing processes.
- Others thought an online request is the same as any other request and is an option that may be more easily tracked.
- Some thought the process would improve handling and ensure neutrality and confidentiality, and allow for an open dialogue with an employee after the fact.
- The group adopted a committee to discuss options and report to the task force. Fran, Jon, Tim, and Jason comprised the committee. Others were asked to provide feedback in the interim.

#### **Facilities Access Consultation**

Jason arranged for departments to meet with consultant Jim Terry regarding new proposed regulations, transition plans, and conversion of the current plan into a new database. Coordinators with ownership, leasing, or interest nominated people from their departments to attend two sessions via the web.

#### **Online Complaint Procedure**

Jason indicated that he would provide a means for submitting complaints on Title II issues through the ADA webpage. He provided sample sites and said he would work toward it.

There was some hesitation from DOT/PF in that it only accepts complaints when they are written and signed.

Jason presented information on the ADA Webpage Overhaul and solicited input for Automation, Standards, Resources, Social Networking.

**Next meeting December 3, 2009**