

Minutes

Minneapolis Advisory Committee on People with Disabilities December 18, 2013

Ken Rodgers called the meeting to order at 4:40pm. Members, staff and guests introduced themselves. Committee had quorum with 7 of its 13 members present.

Members Present: Donna Hemp, Ken Rodgers, Omar Magana, Amanda Tempel, Dorothy Balen, Joan Wilshire and Harvey Hoffman.

Members Absent: Steve Oglesbee, Kathy Kosnoff, Guthrie Byard, Lisa Larges and Jeff Mihelich.

Members Excused: Terri Krake and Heather Leide.

Guests: Martha Hage and Peter Rickmyer.

Staff Present: Lance Knuckles, NCR, Michelle Kellogg, Park Board, Janet Mengelkoch, Anthony Nixon and Pam Blixt, Health Department and Matt Laible, Communications Department.

Announcements: Terri Krake is on a leave of absence, she is now at home.

Approval of December 18, 2013 Agenda

Donna Hemp moved to accept the December 18, 2013 Agenda by switch the NCR Report and the Public Health Emergency Communication Plan, Omar Magana 2nd the motion, all approved.

Approval of November 20, 2013 Minutes

Donna Hemp moved to accept the November 20, minutes, Omar Magana 2nd the motion, all approved.

Public Health Emergency Communications Plan, Janet Mengelkoch

Staff members of the City's Health Department and Communications Department attended to get feedback from the committee. They are looking to build their contacts with community based organizations. The committee shared feedback and will send any additional feedback to Lance and Janet.

NCR Update:

Lance is in the process of drafting a new complaint form and grievance process.

Motion: Amanda moves to request that there be a complete re-write of the grievance process, including the grievance forms. Lance will work with a subcommittee of this body to come before this body with a draft in February 2014 and final version of the grievance process and forms by March 2014. Omar Magana 2nd the Motion. All Approved.

Lance also reported that Tobe is a contractor that works for NCR, he works under the direction of Lance and may not attend every MACOPD meeting. Tobe is working on re-initiating the ADA liaison network with City Departments.

Comments:

- Ken Rodgers commented that he is serving on the Mayor's implementation committee and the Mayor will have interpretation at all events.

Action Items:

- Lance will work with subcommittee to finalize grievance policy and forms.

MPRB Update:

Michelle Kellogg reported that she met with the Parks Planning team about the ADA language, they will all be using the same language moving forward.

MPRB is working on making the accessibility features of the parks more prominent on the website. There are about 30-40 park renovations in the works. Kenwood and Homles parks are going through an outdoor bathroom remodel and will be updated with ADA improvements.

Comments:

- Ken commented that the communications that Michelle produces are beautiful. Great to see the ADA notice included.

- **MRPB should utilize the access committee to look at the logistics and layouts of the remodels. The committee could review a small park and a large park as examples.**
- **Can the MRPB set up an accessible park tour? Maybe in the Spring.**

Action item:

- **Michelle will connect with Planning staff for an Accessible Park Tour in the Spring.**
- **Access Committee will invite Park staff to a meeting to review plans.**

Subcommittee Reports:

No Reports.

Action Item:

- **Invite Soo Line Apartment buildings to the Access committee meeting. Move access committee meeting to December 8th.**

Meeting adjourned at 6:39 p.m.

Respectively submitted by Cheyenne Brodeen

Next meeting: January 15th, 2014.

Action items from 12/18/13:

- **Lance will work with subcommittee to finalize grievance policy and forms.**
- **Invite Soo Line Apartment buildings to the Access committee meeting. Move access committee meeting to December 8th.**
- **Michelle will connect with Planning staff for an Accessible Park Tour in the Spring.**
- **Access Committee will invite Park staff to a meeting to review plans.**
- **Send any additional comments or organizations regarding the Public Health Emergency Communication Plan to Lance or Janet.**

On-going Action List:

- Bill will send responses to Ken's questions to Cheyenne and Lance.
- Bill will share the proposed priority list for 2014, rationale for priority selection, and criteria, plus how the MNDOT standard is being met for best practice (design choice).
- Access committee to form a taskforce to review APS, pedestrian ramps, with Bill Fellows etc. also includes the pedestrian advisory committee.
- Find if there has been an ADA audit done in the past.
- Proposed PR Award Event for the Twins in December work with NCR, Minneapolis Marketing, Margo, & Executive Committee.
- Toby will share his PowerPoint training materials with the committee.
- Toby will be looking for signage for the ramp to the Crown Roller Mill.
- Collaborate with the Park Board for a spring accessible park tour 2014.
- Request for a Peavey Plaza update for December agenda.
- Lance will send out a draft universal complaint form to get feedback from committee.
- Follow up with 4th Street Station develop regarding recommendations from the Access Committee.
- Taxi-Cab Task Force will follow up with updates regarding placement of braille cards in Taxi Cabs.
- Invite Greg Goeke back to August MACOPD meeting.
- Access Committee will meet with 2013 Art-A-Whirl staff. (OMAR)
- Minneapolis Parking Ramps – Send a letter to all Council Members and Public Works staff. (KEN R.)
 - Ken will also contact Margo to get information on Parking Ramps.
- 311 Mobile App – C-click fix will work with Ken to get input regarding voice over capabilities. (KEN R.)
- 311 work group: Terri Krake, Amanda Tempel, Omar Magana and Ahmed Muhumud. Amanda will be the team lead. (Cheyenne will send Don Email addresses). Amanda will report on groups work at next meeting.
 - 311 would like to receive feedback from MACOPD on what calls might be ADA related.

- 311 to send ADA related scripts to MACOPD.
- **Revise ADA Grievance process document provided by NCR staff. (AHMED)**
- **Invite Metro Mobility to a future MACOPD meeting. (KEN and CHEYENNE)**
- **Ahmed Muhumud will provide quarterly reports on ADA Title II complaints or requests for accommodation to the committee.**
- **Access Committee will review neighborhood festivals.**
- **Access Committee will contact the Northeast Minneapolis Arts Association regarding the 2013 Art-A-Whirl event and creating better access.**
- **Create an FAQ sheet for 311 CSA's to easily identify ADA issues.**
- **Create a communication plan with a timeline to notify public that ADA complaint forms are available.**
- **Hold a Walking tour of the BF Nelson Park in the spring for committee members.**
- **Ken Rodgers will contact the Civil Rights director about the front lobby of the Civil Rights office.**
- **Find out process to appoint someone as the ADA Title I coordinator and recommend person for City to appoint and send a letter to the City Council.**