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## MEETING NOTES FOR MARCH 18, 2016

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- Jay announced report to be completed over Summer or early Fall. To be presented in mid Fall. Thomas Kearns and Jay are going to compile a report next Fall which will describe what each department does to help provide access for people with disabilities.
- The first step will be to post a Google Doc so each participant can fill in what they do. This will remain open all Summer and into early Fall, then we hope to have the report completed sometime in Fall. The end result will be a time line for future accessibility plans to be implemented. A 5 year plan to outline for goals and priorities.
- Accessibility form was discussed at great length. This form is for students to be able to notify DRC that there may be ADA compliance issues.
- Thomas D. would prefer not to add yet another form. Most of committee feels the form is ok. It is for accountability /paper trail. And students do not have access to the "Footprints" forms that staff can use.
- Steven B. felt that requiring items like phone number could cause someone to not report. Bev explained that spam can infiltrate if there are not certain requirements on forms.
- Randy: can we be more proactive on reminding departments of importance of priority when an accessibility issue arises (it should be a high priority).
- Automatic door openers noted 3 times in meeting.
- Should be monthly (at least) facility checklist to check on push buttons, curb cuts etc.