

Commission on People with Disabilities
October 9, 2007
Southern Maryland Higher Education Center
Minutes

Attendants: Julie Randall
Susan Erichsen
Sheral St. Clair
Margaret Ann Stewart
Christi Bishop
Pam Main
Cindy Phillips
Mark Kalmus
Paula Andreas
Dennis Phillips
Adam Knight
Harry Knight
Darlene Stalcup

Excused: Rocco Aiello
Bill Nicholas
Kendall Sorenson-Clark
Cathy Zumbrun

Call to Order - The meeting was called to order at 4:00 p.m. by J Randall. The meeting agenda and September minutes were distributed and reviewed by attendants.

Review previous meeting minutes - Minutes reviewed, motion made by D. Phillips to accept, seconded by C. Bishop. Motioned carried.

Finance Report - C. Bishop reported that the dictation machine was purchased and the cost was \$72.

County Compliance/New Laws and or Regulations – J. Randall welcomed Adam Knight & Harry Knight from Land Use and Growth Management Department.

- A. Knight gave overview of policy, procedure and process of county compliance as follows:
- Plan review
 - asking customers questions from the Code of Maryland Regulations and Accessibility Codes and after positive feedback goes to next question:
 - Are you accessible
 - Are you at grade
 - Can I get around the building
 - After plan is approved goes to the next phase
 - Construction
 - Building inspector goes out to make sure built according to plan
 - 20% of cost has to be spent on ADA compliance

What recommendations can the COPD present to the County Commissioners/

- Check list
- Get staff person at LUGM ADA certified to oversee plans review or hire someone to do the plan reviews or farm out to a 3rd party planner and person planning development pays their fee
- Bring concerns to A. Knight right away
- Host a meeting with Chamber of Commerce
- Help A. Knight & H. Knight with input towards Customer Assistance Guide for the public and the kiosk
- Educate staff that oversees the maintenance of county buildings

C. Phillips will contact R. Aiello and the ADA Accessibility committee regarding setting up a day and time to meet with A. Knight and H. Knight to brainstorm with them about county compliance, laws and/or regulations before the next COPD meeting in November and to come back with specific recommendations. Also, will ask Laschelle Miller from the Town of Leonardtown to sit in on the meeting.

Committee Status Reports

- **Awareness**

Disability Etiquette Guide: Send comments to C. Bishop and at next meeting it will be voted on. J. Randall suggested that the dear reader letter come from the COPD and a forward from the County Commissioners supporting this guide that the COPD put together and that a side bar with the commission member's names & committee titles be added to the guide.

- **ADA Accessibility** – See County Compliance/New Laws and/or Regulations
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- **Needs Assessment Gap Analysis** – Continuing to go through the Local Management Board. Their next meeting will be Friday, October 12. The Local Management Board has been asked to come back to the Board of Commissioners to develop a health and human service plan for the county that would include people with disabilities and try to figure out specifically the two remaining issues:
 - What are the key needs & priorities from the list
 - What changes and structure (county government) would help meet those more efficiently
- **Awards** – Motioned by D. Phillips to accept, seconded by P. Andreas. Will be ready to print by January.

Events/Resources/Conferences –

- **National Disability Employment Month** – Proclamation on October 2 was well represented by the Commission for People with Disabilities members.
- County Administrator, John Savich agreed to fax County job vacancy announcements to each agency that provides job services to people with disabilities.
- **Greenwell Foundation Festival** – Set up display table only with brochures at the festival.

New Business/Questions & Answers –

- **Future Meetings Date** – S. Erichsen presented survey of members that the 1st & 2nd Monday's & Tuesday's at 4:00 pm at the Southern Maryland Higher Education Center would work for the commission. J. Randall stated that the 3rd Tuesday at 4:30 would work. S. Erichsen motioned and Margaret Stewart seconded the motion. New meeting dates would be the 3rd Tuesday of the month at 4:30 pm. C. Bishop will email members with the November date. C. Bishop will setup times with the Higher Education Building.
- Maryland Disabilities Council Grant Proposal – P. Andreas stated that the Health Department did not get the grant for the Dental Plan. J. Randall suggested finding another potential source for funding.

Questions and Requests for Future Agenda Items –

- **Vote on Etiquette Guide**
- **Accessibility Awareness: Invite Town of Leonardtown's Laschelle Miller & LUGM's Adam Knight & Harry Knight to the November 20th meeting**
- **Awards**

Review next meeting date – Next meeting date will be Tuesday, November 20th at 4:30 pm.

Adjourn – Motion to adjourn meeting made by D. Phillips, seconded by S. Erichsen. Motion carried. Meeting adjourned at 5:45 p.m.