

**Commission on People with Disabilities**  
**November 20, 2007**  
**Southern Maryland Higher Education Center**  
**Minutes**

**Attendants:** Susan Erichsen  
Sheral St. Clair  
Margaret Ann Stewart  
Christi Bishop  
Pam Main  
Rocco Aiello  
Cathy Zumbrun  
Dennis Phillips  
Bill Nicholas  
Darlene Stalcup

**Excused:** Julie Randall  
Kendall Sorenson-Clark  
Cindy Phillips  
Mark Kalmus  
Paula Andreas

**Call to Order** - The meeting was called to order at 4:30 p.m. by S. Erichsen. The meeting agenda and October 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 asking \$2,300 for FY09 Commission budget due to new expenses includes awards program C. Bishop asked members prepare to discuss in more detail at the January 15<sup>th</sup> meeting.

**County Compliance/New Laws and or Regulations** – The following handouts were given out to members:

- Roberts Rules of Order
- Capital Improvement Program Accessibility (ADA) Enhancement Projects reviewed, motion made by M. Stewart to accept with changes, seconded by D. Phillips. Prioritization was based on the biggest benefits to citizens with disabilities in St. Mary's County. (see appendix A)

**Committee Status Reports**

- **Awareness**
- Disability Etiquette Guide – Motion made by S. St. Clair to approve and print guide; seconded by M. Stewart; R. Aiello suggested guides made in Braille. Guide will go to print on Monday, November 26.
- P. Andreas compiled invitation letter to agency providers for vendor space for Disability Awareness Day, which will be on March 29, 2008.
- P. Main agreed to solicit all door prizes for event. Help was requested in finding kite sponsors.
- **ADA Accessibility** – See County Compliance/New Laws and/or Regulations
- C. Bishop, R. Aiello, C. Phillips met at Land, Growth & Use Management with Harry & Adam Knight regarding Accessibility Sub Committee. Goals & objectives for the

subcommittee were developed and presented to Commission on People with Disabilities for review. Comments will be taken at the January meeting.

**Events/Resources/Conferences –**

- C. Bishop has been asked to be a speaker at the Maryland Recreation & Parks conference in March/April 2008 on the subject of Accessible Special Events.
- C. Bishop will be attending a refresher class for the ADA International Code Commission in March with two staff members from permits and inspections.
- C. Zumbrun reported the taskforce on transportation proposed a new “Mobility Manager” position to the Board of County Commissioners on November 13, 2007. The new position would coordinate transportation for individual with disabilities, senior citizens and low income residents through the county government and service providers. Commissioners approved the application for the MVA grant. Grant is competitive process and will find out at the end of February if it was approved.

**New Business/Questions & Answers –**

- **Website Topic Introduction** – S. Erichsen brought up the topic of website accessibility for agency providers. Discussion and comments will be taken at the next meeting. C. Bishop reminded the members about St. Mary’s County government websites new addition of Browesaloud. This software offers speech enabled content to users and can be downloaded from the County ADA website.

**Review next meeting date** – Motion made by S. St. Clair to not have a December meeting, seconded by R. Aiello. Discussion about having a social after the Disability Awareness Day, will discuss at the January meeting.

Next meeting date will be Tuesday, January 15<sup>th</sup> at 4:30 pm.

**2008 Meeting Dates** - The following dates were decided for 2008 and will be at 4:30 pm.

- January 15<sup>th</sup>
- February 19<sup>th</sup>
- March 18<sup>th</sup>
- April 15<sup>th</sup>
- May 20<sup>th</sup>
- June 17<sup>th</sup>
- July 15<sup>th</sup>

**Adjourn** – Motion to adjourn meeting made by C. Bishop, seconded by C. Zumbrun. Motion carried. Meeting adjourned at 5:10 p.m.

## APPENDIX A

### Capital Improvement Program Accessibility (ADA) Enhancement Projects

*Prioritized by Commission for People with Disabilities 11/20/07*

1. Glass automatic doors at the following locations
  - Great Mills Swimming Pool
  - Office entrance of LUGM
  - Office entrance of RPCS
  - Housing Authority Building
  - Any public buildings with high citizen traffic
2. Auto operated / flush toilets, urinals and sinks
3. Seats/benches at bus stops
4. Concrete ramp into side double doors at Leonard Hall
5. Accessible picnic tables for the park pavilions & outside Govt. Center
6. Upgrade restroom facilities for ADA compliance in the County Highways break room.
7. Any public buildings with high citizen traffic Make the Housing Department building (2<sup>nd</sup> floor) accessible

**Note: Introduced to BOCC on October 23, 2007 by DPW&T during Budget Work-session. List will be prioritized and input solicited from the Disabilities Commission**