



**Human Rights Commission  
Meeting Minutes  
Accessibility Committee  
March 31, 2021  
Virtual/Electronic Meeting  
7:30 pm**

Link to rebroadcast: <https://boxcast.tv/channel/vabajtzeuyv3iclkx1a>

**1. WELCOME**

- a. CALL TO ORDER
  - i. Chair, Wolfgang Keppley, called the meeting to order at 7:30 pm.
- b. ROLL CALL
  - i. Wolfgang Keppley
  - ii. Sue Lewis
- c. MISSION (recited by all): *Act as a strong advocate to justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights.*

**2. MATTERS BY THE PUBLIC**

- a. PUBLIC COMMENT
  - i. None.
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
  - i. None.

**3. WORK SESSION**

- a. ADA Office priorities
  - i. Allyson Finchum (ADA Coordinator) lists priorities
    - 1. Update ADA Transition Plan
      - a. Intersection curb ramps are a priority
    - 2. Supporting the ADA Advisory Committee
      - a. Committee holds primary task of transition plan update
    - 3. Addressing complaints
      - a. Allyson receives and attempts to resolve
      - b. Committee holds hearings if cannot resolve
    - 4. Need to figure out how ADA Advisory Committee fits with HRC Accessibility Committee
- b. Status of ADA Advisory Committee
  - i. Previously HRC Commissioners sat on ADA Advisory Committee
    - 1. Sue Lewis, Olivia Boykin, and Charlene Green served on the Committee
  - ii. Committee has not yet met during the time Allyson has been on staff
    - 1. Allyson has list of members
    - 2. Can invite Commissioners to upcoming meeting
    - 3. Previously met quarterly
  - iii. ADA Advisory Committee
    - 1. Staff advisory committee that is not appointed by Council
  - iv. Allyson has asked Missy Creasy about HRC Commissioner presence on ADA Advisory Committee

1. Awaiting response
4. Transition plan update focuses
  - a. Allyson consulted with Jim Herndon regarding needed changes
  - b. Curb ramps installation is the priority
    - i. She will work to make sure this project is adequately funded
    - ii. This is currently behind schedule
    - iii. ADA requires that any time a street is resurfaced the curb ramps should be installed
    - iv. ADA Committee, Public Works engineers, and Allyson's supervisors at NDS all support prioritizing this work
5. Site plan reviews
  - a. ADA Coordinator works with engineering staff to review site plans
  - b. Reviews for ADA compliance and rights of way
  - c. Some site plans already underway others are pending review
6. Accessibility of City resources
  - a. Communications Department has made some advancements in accessible technology
  - b. Other Departments have been handling pieces of ADA compliance
  - c. ADA Coordinator can help make sure City is in compliance and that the right people are engaged in creating accessible resources
7. Other sidewalk improvements
  - a. Public Works sidewalk improvement survey and a utility pole assessment were mentioned in 2013 transition plan
    - i. Allyson can investigate status
8. CAT and other pedestrian transit
  - a. Amanda Poncy has also been addressing ADA compliance in her work
  - b. Allyson has received one complaint involving Jaunt and requests for some changes to CAT services
    - i. These are both in process and have not yet been resolved
9. City resident participation and engagement
  - a. Community members can file ADA complaints online through email form on the City website
  - b. Email monitored by
    - i. Allyson
    - ii. Engineers
    - iii. Brian Wheeler
  - c. Outreach
    - i. Not planned yet, as Allyson has only been in the position for a few weeks
    - ii. Will be looking toward doing this in the future
  - d. Commission suggestions
    - i. Adding captions to broadcasts of City meetings
    - ii. Transcriptions of City meetings
    - iii. Translations of City documents to other languages
    - iv. Public awareness of ASL interpretation services for City meetings
      1. Make the process clear and easy to access
      2. ASL interpreter at all Council meetings
        - a. Notes that Ralph Northam always has an ASL interpreter during public presentations
    - v. Staff suggests considering the scope of ASL interpretation services
      1. Consider which meetings should have live ASL interpretation
        - a. All boards and commissions vs. just Council and select

- boards and commission
- b. Consider making a budget recommendation to Council coupled with a proposal for the scope of services
- vi. Allyson replies
  - 1. ASL interpretation could be included in the transition plan, but this may depend on the ADA Advisory Committee
    - a. Allyson will look into this process
  - 2. ADA compliance only requires that ASL interpretation be made available on an individual request basis
    - a. Going above and beyond the requirement is possible
- vii. Commissioners suggest potential actions ahead of a larger proposal to Council
  - 1. Greater public awareness of closed captioning on Facebook live
    - a. Does not account for people who only access Council meetings through the television and do not use Facebook
- viii. Brian Wheeler replies
  - 1. Communications has not seen an ASL interpretation request for Council meetings in the three years
  - 2. Zoom supports live captioning (a live person types the text of the meeting in real-time)
    - a. Not currently in the City budget
  - 3. Boxcast also supports closed captioning for a fee and could be turned on
    - a. This would not show up on Channel 10 broadcasts
- ix. Commissioner suggests asking ADA Advisory Committee members their views and ideas for ASL and captioning of City meetings

## 10. MATTERS BY THE PUBLIC

- a. PUBLIC COMMENT
  - i. Shelby Edwards
    - 1. Notes a specific transportation concern related to the redevelopment of one particular public housing site
    - 2. PHAR and CAT are working to resolve the concern but there may be some ADA regulations involved
    - 3. Asks for the best way to discuss with ADA Coordinator further
- b. COMMISSION RESPONSE TO MATTERS BY THE PUBLIC
  - i. Allyson responds to Shelby
    - 1. Will follow up with Shelby after the meeting by email

## 11. NEXT STEPS

- a. Allyson will look into the status of the Public works sidewalk improvement survey and a utility pole assessment.
- b. Allyson will look into the process of including broadened ASL interpretation services in the ADA Transition Plan.
- c. Allyson will confirm the date and time of the next quarterly ADA Advisory Committee meeting.

## 12. ADJOURN

- a. Meeting adjourned at 8:21 pm.