



## Commission on Disabilities Minutes

Tuesday, February 20, 2024

10:00 am

Virtual Meeting

### Meeting is remote.

Please click the link below to join the webinar:

<https://actonma.zoom.us/j/94313570425>

### Attendees:

Members: Lisa Franklin; Leslie Johnson; Franny Osman; Melissa Wingfield; and Joan Burrows. John Gianetto joined mid-meeting.

Also present: Jim Snyder Grant, at first.

### 1) Regular Business

**Franny** announced she would be **resigning** to work on the new town online newspaper, Acton Exchange, to prevent potential conflict of interest.

**Select Board liaison Jim Snyder-Grant:** Select Board is wrestling with **budget issues**. On Feb. 26, we will be agreeing on details of a budget with an override and one without an override and send them on to the Finance Committee.

Transportation budget would be of interest to COD. WITH override preserves transportation budget as is. Without the override, the manager working is working on what he will propose to the Select Board, which may be a reduction in transportation.

**Leslie:** The **adaptive bikes** at NARA Park were getting a lot of use last season, especially the side-by-side bike. The children's bike wasn't used that much.

**Lisa on CODA:** At the last meeting of CODA, the major topics were: 1) the **details of hybrid meetings** 2) Cambridge HAD been an all male and all white volunteer comm. For many years and they wanted to make sure they were diverse. So they **use their volunteer application as a way of identifying groups that possible members identify as part of**, so they can keep track of how many people with disabilities there are on all the committees, especially useful for COD. Lisa will talk to Wanjiku and see if we can do something like this for our town, using the words Cambridge uses. Question that is tricky is how you ask someone to self-identify before you add someone to a committee.

Problem is: if we take this person on COD, do we still have a majority of people with disabilities?

**Leslie will post the need for new COD members on the facebook group she started.**

**Approved minutes:**

**Melissa move, Lisa second, 4-0 approve Oct. 23 minutes**  
**Lisa move, Melissa second, 4-0 approve Nov. 28 minutes.**  
**Melissa move, Lisa second, 4-0 approved Dec. 19 minutes.**

**We will do Feb. 6 and Feb. 20 minutes at the next meeting.**

**2) New Business:**

**Reviewed the Annual Report , which Melissa had written, and all approved it verbally without a formal vote.**

Do we have enough people wanting to go to the Monday, March 25, Disability Lobby Day at the State House to warrant asking for transportation?

**Franny moved, Lisa seconded, that COD sponsors a trip and arranges transportation, hopefully with Town financial help for the transportation, to Disability Lobby Day at the MA State House. 4-0 approve.**

**Choose Projects from parking garage (list of projects we want to consider):**

At the last meeting, February 6, 2024, we voted that the umbrella theme for this year (2024) is patching up the holes in our “infrastructure” so we can continue to run the Commission well. (The second year’s focus (2025) would be economic development partnership, and the third year (2026) would be transition to legal adulthood (when adults with disabilities turn 22). See minutes of 2024-02-06.)

At this meeting, we are selecting projects that are relevant to the first year’s focus, from the “parking lot” list of possible future projects.

**This is the resulting summary from the review of the ideas considered:**

**Projects that are relevant to this year 's focus on process/ “infrastructure ” of COD:**

**1. Onboarding and Training:**

- A) Member book and formal introduction /overview for new commissioners**
- B) Make sure each member has equipment and knowledge needed to fully participate in our group**

**2. Relationship with Building Commissioner:**

- A) Meet with Building Commissioner to discuss their role with us
- B) Go over variance process and our part in it

**3. Inventory and Distribution**

- A) Restock “reporting & writing on People with disabilities (university of Kansas)
- B) Restock business cards for networking and publicizing Acton COD Inventory our materials archive
- C) Create a “go to” box for last minute info table opportunities (get a tarp?)

**Projects that do not fit with this year 's focus on process/ "infrastructure " of COD:**

Meet with business owners to discuss accessibility (create online access guide for local businesses? **Fits with 2<sup>nd</sup> year focus as per Feb. 6 meeting**  
Housing Authority to explain how AHVP vouchers work  
Explore increasing membership under town charter (requires vote at Town meeting)  
Work with TAC to create a riders 'guide with best practices for more successful experience using the transportation program  
ADA celebration

**This is the document we discussed to choose which project ideas fit this year's focus (sent by Lisa):**

**COD “ parking garage ” project ideas 2024:**

Meet with Business owners to discuss accessibility (create online access guide for local businesses)?  
Member book and formal introduction /overview for new commissioners  
Meet with Building Commissioner to discuss their role with us  
Housing Authority to explain how the Alternative Housing Voucher Program works.  
Make sure each member has equipment and knowledge needed to fully participate in our group  
Explore increasing membership under town charter (requires vote at Town meeting)  
Restock “reporting & writing on People with disabilities (University of Kansas)  
Restock business cards for networking and publicizing Acton COD  
Go over variance process and our part in it  
Inventory our materials archive  
Create a “go to” box for last minute info table opportunities (get a tarp?)  
Work with TAC to create a riders 'guide with best practices for more successful experience

ADA celebration

-end of document-

## **Approx. 12:10 adjourn**

Acronyms:

CODA Commission on Disabilities Association (Mass.)

COA Acton Council on Aging

MOD Mass. Office on Disability

TAC Acton Transportation Advisory Committee

SMOC Southern Middlesex Opportunity Council, Inc.

The listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Reasonable accommodations for people with disabilities are available upon request. Please allow advance notice. Send an e-mail to [manager@actonma.gov](mailto:manager@actonma.gov) or call the Town Manager's Office, or contact the Chair Lisa Franklin, by emailing lisafranklin58@gmail.com .