

**Disability Access Committee  
Meeting Minutes  
April 11, 2018**

**Disability Access Committee (DAC) members in attendance:** William Berning, Leslie McCarthy, Pat Wells, and Diane Hernandez.

Meeting called to order at 1:30 p.m.

January Minutes

**Motion** by Pat Wells to approve the January minutes. **Second** by Diane Hernandez. **Motion Carried.**

DAC Physical Accessibility

Committee reviewed draft of accessibility study. Noted that information regarding the parking lot was not what the team remembered. Diane to re-measure and count to ensure information is correct. Diane confirmed that Page Easton and come in to look at the interior ramp and that it was compliant. Diane to make these corrections and send completed report to Leslie.

It was discussed the landlord will be asked to make changes, and any remaining changes will be paid for utilizing DEI flex funding, upon approval from the DEI Flex Funding Team.

DAC Focus Group

Reviewed focus group report. Priorities are providing a space to help people with membership and skills when private information has to be spoken to accommodate a disability, having head phones available when speech to text is used (also for privacy), and providing note pads at the desks.

Wrap Up and Adjourn Meeting adjourned at 2:30 p.m.