



Southwest Iowa Local Workforce Development Board Disability Access Committee

Wednesday, December 7, 2022 at 10am via Zoom

<https://us02web.zoom.us/j/87206177204>

Meeting ID: 872 0617 7204

No password

The agenda is as follows:

- 1) Call to Order
- 2) Minutes
- 3) Agenda Approval
- 4) Introduction of Executive Assistant Amanda McVann
- 5) Center Accessibility Updates
- 6) Old Business
 - a. One Stop Certification Accessibility Standards
- 7) Public Comment
- 8) Establish Next Meeting
- 9) Adjournment

Topic: WDB Disability Access Committee

Time: Dec 7, 2022 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

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Southwest Iowa Local Workforce Development Board

Disability Access Committee Meeting Minutes – 11/7/22

Attendees: Jesse Bolinger, Michael Hruska, Sarah Baebler-Hall, Ashley West, Charla Schmid, Michelle Lents

The agenda is as follows:

1. Call to Order
2. Minutes
3. Agenda Approval
4. Introduction of Executive Assistant Amanda McVann
 - a. Skipped for this meeting
5. Center Accessibility Updates
 - a. Michael:
 - i. Currently compiling report from what was found in the accessibility study
 - ii. Few updates:
 1. Changing accessibility bathroom from front entrance to women's bathroom by the back-accessibility entrance
 - a. Will be cost-effective way to reduce cost
 - b. Bathroom must be checked for a drain and the angle of the drain to make sure it is in compliance
 - iii. Minor changes from the study:
 1. Lines must be repainted
 - a. One space was not six-inches in compliance, but may be in compliance once repainted
 2. Jesse: try to see if it's possible to bring a guide-dog or wheelchair through it
 - a. Michael: can schedule some time to do that
 3. Other signs need to be put up and will consult with Sarah about that
 - iv. Blind/Visually-Impaired:
 1. Sarah met with career planners and went through programmatic accessibility
 - a. None of the software is updated and needs to be updated
 2. Sarah:
 - a. Brian Dennis is working on the screen reader/mag. for the computers on the state level. How does that affect our timeline for getting things done?
 3. Have fliers that are in an accessible digital format
 4. Magnifier and screen reader was not working and accessible despite being on the computer
6. Old Business
 - a. One Stop Certification Accessibility Standards
 - i. Ashley: we are probably going to be a month behind

1. Evaluation will most likely take place the end of January/beginning of February
2. Complete self-assessment six-months ahead of time before the evaluation (suggestion by the state)
3. Evaluate and fill any gaps prior to the evaluation
4. Needs:
 - a. Referral form (Ashley is currently working on)
 - b. Address gaps for physical and programmatic accessibility from study
 - i. Try to submit within the next week in order to schedule a time to meet with the Core Partners to address the gaps
7. Public Comment
 - a. NO NEW BUSINESS
8. Establish Next Meeting
 - a. Wednesday, December 7th 2022 @ 9 AM via Zoom
9. Adjournment

Action Items:

- Michael & Jesse need to schedule time to see if the space is guide-dog or wheelchair compliant
 - Tuesday or Wednesday afternoon is best
- Upcoming meetings:
 - Wednesday, December 7th 2022 @ 9 AM via Zoom