

DISABILITY ACCESS COMMITTEE MEETING MINUTES

Date: March 20, 2018
Time: 1:30
Meeting Held: Iowa Vocational Rehabilitation Services Office

Present: Jeanne Helling, Chair
Helen Billmeyer
Jim Sigwarth
Lisa Farley
Margee Woywood
Nancy Steffensmeier

Absent: Giesella Aitken-Shadle, Les Askelson

The meeting was called to order at 1:35

Action Items: Minutes from the November 21, 2017 meeting were approved with motion by Helen Billmeyer and seconded by Jeanne Helling.

Discussion of change of start time from 1:00 to 1:30. In reviewing participant calendars, it was agreed to move the meeting times to the 2nd Tuesday of each month beginning at 1:00. Motion to approve by Margee Woywood, Seconded by Jim Sigwarth.

Discussion of NICC rep replacement to committee – Scott Steadman is no longer with NICC. Anna Stamat, Disability Coordinator at Calmar NICC had volunteered to be a part of this committee for a short period of time. There was an ad in Sunday's Telegraph Herald and on Indeed for the new position. Committee agreed to wait to see who NICC hires and then Jeanne will contact the individual to be a part of the committee. The new member needs to be approved by the Regional Disability Access Board, which includes County Supervisors, Jeanne Helling, Marla Loecke and Ron Axtell. Their next meeting is scheduled for May at which time this committee could request the replacement if the Scott Steadman's replacement has been hired.

Margee asked if other colleges in Dubuque have disability departments. Have they been approached to be part of this committee?

Jeanne indicated that has not been brought up and is not sure what other disability access committees are doing statewide. She is interested in getting more people on board.

Margee asked if ARC and Hills & Dales would be approached. They will have more accessibility issues for people they serve in the community. Jeanne can reach out to Patrick of Hills & Dales and noted that Hills & Dales is still waiting for CARF accreditation.

Helen questioned if we need a required number of committee members.

Jeanne responded that the regional board needs to have so many men, women, party affiliation, and each county supervisor.

Gisella has not been to any meetings with us. Jeanne has been in contact with her about wanting to see her at the meetings; she stated she tries to be here and we share the meeting information with her.

Jeanne would like to see this committee move forward with other things. She would like to see what we are doing to move forward and what our purpose is. She sees this as coming.

Viewing and Discussion of IDB Video – David Mitchell of IVRS sent out a video recently requesting that DAC watch the video at a meeting.

The video centered on Application Cold Call – how accommodations can be provided rather than just shutting them down. That is what this committee is about to educate our partners/businesses on how to work with people with disabilities and how we can provide accessibilities/accommodations to those individuals when they are interviewing and hiring people.

It is about people with physical disabilities as well, using a cane, walker, wheelchair; we have to be open to what they can do and not predetermine what they cannot do.

Jim stated that during the video he noticed that the individual had completed the NCRC but did not receive a certificate as he was told he didn't need one, making it sound like he did not receive the certificate because he was blind.

Accommodations are offered, they take the test and then a certificate should be provided.

Review local Physical Accessibility Transition plan – Jeanne Helling and Helen Billmeyer did the accessibility plan at the local IWD office on August 9, 2017. As they were doing it they realized the details involved and the amount of time it takes to review the office. A copy of the plan was provided to call DAC members. Jeanne completed the written report in August 2017 and sent the results to Page Eastin who put it in format to send to the local IWD office. Page will be leaving her position and we have not heard who will be her replacement.

In reviewing the plan beginning with Parking, some were already completed and some the local board needs to review the barrier again.

The City of Dubuque owns the ramp and NICC has the building, so it is not just IowaWORKS who needs to remove the barriers. If it is a landlord (City) issue, then Marla Loecke needs to contact the landlord to come up with a solution to the barrier(s).

Tier 1 Barriers – must be eliminated no later than May 1st, 2019.

1.1 Parking - the issue is that there is no van accessible space identified and to be in compliance at least one must be a van accessible space – Solution is a landlord issue and possibly re-stripe the ADA parking space or if a van cannot get in the space, a sign posted stating parking is available in front of the building.

1.1 Parking - Slope of the lower level parking lot to the Main Street is unchanged. It was reviewed and completed so will be removed from the list.

1.1 Parking - the local board needs to review this barrier again and describe where it is located. Is it that there is no area for a wheelchair to access the sidewalk? Can pictures be taken and attached to the updated report showing what the area looks like?

Jeanne's worry is the 3rd floor level has 2-3 handicap accessible signs. If they are taken and an individual has to go to another level and goes to the elevator the individual needs to go up steps or use the drive between the levels after getting off the elevator.

Margee asked if they can get to the upper level through the lower level NICC. NICC have some days that they are closed, with front doors locked, when IowaWORKS is open. Any disabled person using a bus, taxi, would have difficulty walking around the building to the elevator and then the difficulty getting from the elevator to the 3rd level.

1.3 Curb Ramps – the curb ramp was measured several times and it measured at 35" rather than 36".

This was at the lower ramp area if the upper IWD spaces were full. This may be a need to take photos to submit with the revised report.

If Jeanne and Helen are going to review these areas again, can another committee member work with them on this? Jim volunteered to work with them on this. These barriers identified must be eliminated no later than May 1st, 2019.

1.3 Curb Ramps – Flares are at the curb ramp and measured 4.4 outside the slope area. Needs to be reviewed again.

1.5 Entrance has been completed.

Tier 2 Barriers – must be eliminated no later than May 1st, 2020.

2.1 Accessible Entrance(s) is completed with carpeting having been installed. Does this mean the area outside the door to the parking lot? It is believed there is no carpet there and is sometimes slippery in the winter. Jeanne and Helen will look at this again.

2.4 Elevators – the car controls are raised however did not see braille on the controls in the ramp elevator but inside the building did. The landlord will need to order a new face plate with braille on the controls. Jeanne and Helen will look for this when they complete their revised review.

2.4 Elevators – no audible sounds as the car passes or stops at the floor is completed.

2.6 Signs – Signs did not have braille on office room numbers but did on the restroom entrance wall. The braille was very small and could not be seen unless right up to the sign with braille the same color. A chair was in the way of a clear space in room 226.

Solution: the signage will be updated to conform with ADA regs. The braille does not need to be seen, only felt. Not an issue. The chair in question has been moved. No completion date indicated.

2.9 Controls – in the computer lab there is a table and computer monitor obstructing the light switch. Staff will turn on the lights before they open. Completed. A motion light may be in the works of being installed.

2.9 Controls – all light switches have standard light switch and not easily operated ones. These conform and do not need to be replaced. Completed.

2.10 Seating and Benches – round overflow table was not accessible at all which seats approx. 6. It does not extend no less than 17” and no great than 25” under the surface. PJ portable room/area is just a communication area. Dubuque has 28 computers the public can use. ADA regs say 5% have to be wheelchair accessible. Completed.

The power table may not be available for membership. Jim stated that they have addressed this issue and it can be set to access all programs.

2.10 Seating and Benches – all membership computer stations are standing heights and are not accessible for individuals using a wheelchair. There is now a power table that can be used for membership testing. Completed.

2.11 Sales and Service Counters – the counter is all one height. Lowered one counter to 35”. Completed. When the new dividers were first brought in a ledge was attached and then they lowered it. Is that the way it is set up? IowaWorks staff will look at it again. The process used to include using a clipboard for them to complete information. They now have individuals use a pad to type in their SSN. If a person goes to the skills area to talk with someone, is there enough room for a wheelchair to navigate through? Probably not at this time but it could work if they don’t come all the way in. Currently staff can easily accommodate by meeting a person in another part of the building if they are not able to navigate a wheelchair through the area.

2.11 Sales and Service Counters – completed as is not necessary.

Tier 3 Barriers – must be eliminated no later than May 1st, 2021

3.1 Toilet Rooms – door to accessible stall is not self-closing. The landlord will need to add a hinge to the door that will make the stall conform. New locks will need to be ordered.

3.1 Toilet Rooms – still the same since Aug. 15, 2016 evaluation. Convert to auto flush. Landlord is responsible.

3.1 Toilet Rooms – Men’s room height of toilet measured 19” from the floor has been completed.

Tier 4 Barriers – Public Telephones

4.2 Public Telephones – no public coin operated phone inside IWD but a phone is available in a cubicle for public use. Area of cubicle was large enough for wheelchair user. Has volume control, have interpretype ITY but was on the other side of the room at the time. Since no coin operated phone, they are exempt from having TTY. They do have one and it’s available upon request. Completed.

Jeanne feels that there should be a sign that tells the individual that a TTY is available upon request. Completed per Marla but Jeanne would like to see the sign in place.

IWD has a sign that accommodations are available upon request. But putting a sign above the phone that the public can use telling that a TTY is available.

Deaf people can call Relay Iowa but you must have a TTY to do that. TTY is a keyboard/monitor that deaf people can use to communicate by phone.

IWD does not have a TTY that is available upon request. Do they have to have one available upon request? They need to determine if they need to have one on the premises. Needs to be completed by May 1st, 2023.

Review David Mitchell email and DAC draft cover letter –

Good information provided as to what the State DAC has been working on and how they are going to be coming out with trainings and also accommodations checklists. Jeanne sees this committee, and feels the State office has been working on the topics, that will give us guidance as to what to work on at the local level. The email includes current actions that the statewide committee will be working on. At the next meeting Jeanne would like to talk more about this. Perhaps the checklist will be available at the next meeting.

#2 Consumer focus groups – all but 2 – is Dbq in this group?

One office did not do the focus group yet. Jim indicated that we would fall into the somewhat successful category.

The individuals Dbq had gave constructive information.

Unfinished Business:

Committee members will provide Jeanne with the names of people that they would like to see added to our local DAC and Jeanne will follow up with them before the May 8, 2018 meeting.

Jim indicated ECIA has a mobility coordinator and she may be interested in being part of this committee. She is more on the marketing side to make sure the proper transit links are being made.

Jeanne said that this committee is focused on IWD and would like to know when statewide will start with other areas.

Review David Mitchell email and DAC draft cover letter as well as checklist and actions that the statewide committee will be working on.

Meeting adjourned by Jeanne Helling at 3:02 p.m.

The next meeting will be held on May 15, 2018, at 1:00 p.m. at Iowa Vocational Rehabilitation Services office.