



Sudbury Commission on Disability Annual Meeting Minutes Thursday, June 2, 2022

Kay Bell, Chair, called the virtual meeting to order with roll call at 6:39 PM

Members Present

1. Karyn Jones
2. Liesje Quinto
3. Kay Bell, Chair
4. Randi Korn
5. Jane Kline (joined at 7:00 PM)

Opening

1. Kay stated that the meeting is a public virtual meeting that it is being recorded for future viewing and there should be no expectation of privacy. She explained that the agenda and meeting materials are available on the town website and that live transcript captioning is available by selecting that Zoom feature. She asked that if an attendee is to offer public comment that they please state their name and address or position in the Town.
2. Kay will produce minutes for this meeting.

Guest

Jeff Dougan, Massachusetts Office on Disability Assistant Director for Community Services provided an introduction to ADA (federal civil rights law) and MAAB (state building code) and elaborated on the role of commissions on disability. On the topic of financially helping a business that is seeking to improve accessibility he said mainly there is tax relief for businesses when they invest in accessibility upgrades.

Officers

1. Kay nominated herself to serve as Chair for the coming year. Karyn seconded the nomination. Roll call vote was taken

1. Jane Kline: Yes.
2. Randi Korn: Yes.
3. Karyn Jones: Yes.
4. Liesje Quinto: Yes.
5. Kay Bell: Yes.

Vote: 5-0. Nomination carried. Kay was elected to be Chair.

2. Randi nominated Karyn to serve as Vice Chair for the coming year. Liesje seconded the nomination. Roll call vote was taken.

1. Jane Kline: Yes.
2. Randi Korn: Yes.
3. Liesje Quinto: Yes.
4. Kay Bell: Yes.
5. Karyn Jones: Yes.

Vote: 5-0. Nomination carried. Karyn was elected to be Vice Chair.

Public Comment

Kay recognized Rich Greif of the Guild for Human Services, school in Concord MA for students with intellectual and developmental disabilities and a number of group homes in the area including one in Sudbury. He informed members that there will be a showing “The World Got Smaller,” a film exploring how the COVID situation affected people with those disabilities and their families. There will be a panel discussion to follow. It will take place at Goodnow Library at 7 PM on Tuesday, June 7.

Committee member and liaison assignments were made

1. Diversity Equity and Inclusion Advisor - Karyn
2. Transportation member – Kay
3. Council on Aging Liaison - Kay

4. SPS SEPAC Liaison – Liesje or a new member
5. L-S SEPAC Liaison – open
6. Town Manager check-in – Kay and Karyn
7. Town Mtg Planning – fill on ad hoc basis

Subcommittee member assignments were made

1. Capital Projects Subcommittee – Randi and Kay
2. Brain-based Subcommittee – Jane Kline, Karyn, and Randi
3. Bylaws Subcommittee – seasonal/next winter
4. Transition Plan Subcommittee – Karyn, Liesje, Kay

Motion: Karyn made a motion to disband the Disability Awareness Subcommittee. Jane seconded the motion.

1. Jane Kline: Yes.
2. Karyn Jones: Yes.
3. Liesje Quinto: Yes.
4. Randi Korn: Yes.
5. Kay Bell: Yes.

Vote: 5-0. Motion carried.

Capital and Brain-based subcommittees have draft minutes available to be approved and posted.

Transition Plan Subcommittee has not yet met. The Town has not formed a working group yet. The new Combined Facilities Director, Sandra Duran, invited Kay and Karyn to meet with her for initial introductions.

Bylaws subcommittee authorization document was looked at briefly, but approval was tabled to a future meeting.

Membership application process

1. The law requires that a majority of members of CODs be persons with disabilities (with allowance for one being an immediate family member of a

person with a disability). The need for applicants to voluntarily disclose their disability status and how to maintain confidentiality is problematic and unclear to members. Kay will inquire of Jeff Dougan at MOD and Town administration about how disability status information should be obtained and managed.

2. Randi and Karen described methods of interviewing and selecting from a pool of candidates. Members discussed various aspects of eliciting basic information consistently from all applicants by providing them a few questions in advance. Then after all interviews are complete, discussing who is the best match for doing the work of the commission.

Motion: Karyn made a motion to send the questions listed below to all applicants. Liesje seconded the motion.

- a) Why do you want to join the Commission on Disability?
- b) What skills/experience/expertise do you bring that apply to the mission of the COD?
- c) What is your passion for the mission of the COD?

1. Jane Kline. Yes.
2. Karyn Jones: Yes.
3. Liesje Quinto: Yes.
4. Kay Bell: Yes.

Vote: 4-0. Motion carried.

Karyn will create a Doodle or Survey Monkey and send it to Kay, who will then circulate it to applicants and COD members to find a time and date for a special meeting or two to conduct interviews.

Sudbury Chamber of Commerce

Kay reported that there are positive interactions building with the Sudbury Chamber of Commerce as she attends some of their functions. They have an interest in making their businesses more inclusive. She asked that the COD become a member of the SCC.

Motion: Liesje made a motion to spend \$100 from the Parking Fine Funds for an annual membership in the Sudbury Chamber of Commerce. Karyn seconded the motion.

1. Karyn Jones: Yes.
2. Liesje Quinto: Yes.
3. Kay Bell: Yes.

Vote: 3-0. Motion carried.

Goals for 2022-2023 using SMART goals method

Karyn provided an example using a SMART goal template with content for various events and activities to raise awareness during Oct - Disability Awareness month. Among them: recognize someone for good work on accessibility; work with Goodnow Library to have an umber of displays and activities related to accessibility and inclusion; have Sudbury TV shoot a training video on using a screen reader at the library; have patrons make small occupational therapy tools at the Maker Space on the 3-D printer.

Kay explained that to make inquiries, do research and have conversations about options and possibilities with other groups, departments, or committees is a good idea, but that making a commitment to do something on behalf of the COD requires a vote of the members. Karyn took that to mean she ought not to take her ideas to the library. The hour being so late Karyn needed to leave so members moved on to adjournment without resolving the misunderstanding.

Adjournment

Motion: Kay made a motion to adjourn. Karyn seconded the motion.

1. Karyn Jones: Aye.
2. Liesje Quinto: Aye.
3. Kay Bell: Aye.

Vote: 3-0. Motion carried.

The meeting was adjourned at 9:50 PM.

Minutes respectfully submitted by Kay Bell.