



Advisory Committee on Accessibility

Monday, November 18, 2024, 3:00 PM, Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.

Join Zoom Meeting <https://zoom.us/j/92902344422?pwd=ZzlnbFISdFhsdnh6ZG9FTehLTFRnQT09>

Meeting ID: 929 0234 4422

Passcode: 803707

1. Adopt the Agenda

2. Introductions

3. Approve and Adopt Minutes

Subject	3.1. September 16th meeting minutes
Meeting	November 18, 2024 - Burlington Advisory Committee On Accessibility - Monday, November 18, 2024, 3:00 PM, Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.

Category	3. Approve and Adopt Minutes
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Department	Other
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Type	
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Recommended Action	
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Subject	3.2. October 21st meeting minutes
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Meeting	November 18, 2024 - Burlington Advisory Committee On Accessibility - Monday, November 18, 2024, 3:00 PM, Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.
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Category	3. Approve and Adopt Minutes
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Department Other

Type

Recommended Action

4. Public Forum

5. News & Updates

6. ADA Title II Discussion: Identify Top Priorities For ADA Self-Evaluation:

7. Potential New Members For Committee

8. Other Committee Business

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	November 18, 2024 - Burlington Advisory Committee On Accessibility - Monday, November 18, 2024, 3:00 PM, Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.
Category	9. Adjournment
Department	Council and Board
Type	
Recommended Action	

10. Informational and Non-Discrimination Statements

Subject	10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.
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Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	



Draft Minutes

BURLINGTON ADVISORY COMMITTEE ON ACCESSIBILITY

**THIS HYBRID MEETING WILL TAKE PLACE IN THE SHARON BUSHOR
CONFERENCE ROOM, FIRST FLOOR OF CITY HALL 149 CHURCH STREET,
BURLINGTON, VERMONT AND ONLINE OVER ZOOM.**

MINUTES OF MEETING

September 16, 2024

1. Adopt the Agenda

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Meeting Called to order at 3:01 pm by NB

Motion made to adopt the agenda by KS seconded by KD motion passed unanimously

2. Introductions

2. Introductions

Member of the committee and city officials present

Nate Bisio

Karen Downie

Elena Rosen

Jon Adam Kolitz

Sophie Sauve

Ashely Parker

Katherine Schad

Tim Williams

No members of the public present, in person or on zoom

3. Approve and Adopt Minutes

3. Approve and Adopt Minutes

Motion to approve the meeting minutes of July 15 meeting made by KD, seconded by TW, motion, passed unanimously

Subject 3.1. July 15, 2024 Meeting Minutes - Draft

Meeting September 16, 2024 - Burlington Advisory Committee On Accessibility - Monday, September 16, 2024, 3:00 PM,
Burlington Advisory Committee On Accessibility

**This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor
of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.**

Category 3. Approve and Adopt Minutes

Draft Minutes

Department Other

Type

Recommended Action

3.1. July 15, 2024 Meeting Minutes - Draft

4. Public Forum

4. Public Forum

No members of the public were present for this portion of the meeting, or wished to address the committee at this time.

5. News & Updates

5. News & Updates

- KD updated the committee on efforts to expand membership, noting interest from local residents Scotty Taylor, a physical therapist, and Annie Loder, a CarShare coordinator.
- NB discussed ongoing efforts to recruit more residents with lived experiences of disabilities to join the committee, per the recent City Council resolution.

6. Discuss City Council Decision on Resolution and Next Steps

6. Discuss City Council Decision on Resolution and Next Steps

- The committee discussed next steps following the City Council's resolution to formalize the Accessibility Advisory Committee. Key points:
 - The committee will need to submit an annual report to City Council.
 - Accessibility has become a priority under the current mayoral administration, signaling strong support for committee initiatives.
 - Discussion about recruiting department-specific accessibility coordinators for each city department.
 - The committee brainstormed how the role of accessibility coordinator could or would function and what training would be required.

Discussion on Accessibility Coordinator Training and Expectations

- SS and NB highlighted the need for department accessibility coordinators to receive baseline ADA training.
- Committee members discussed the complexity of addressing hidden disabilities and the importance of expanding beyond ADA requirements to meet broader accessibility needs.
- AP suggested identifying accessible features and projects across departments to form a cohesive approach.

Future Recruitment and Representation

- NB emphasized the importance of continued outreach to ensure diverse community representation within the committee, particularly from non-city employees and individuals with lived disability experience. The committee plans to invite representatives from organizations like the Vermont Center for Independent Living and Cathedral Square.
- TW raised the idea that the committee could create or share a standard operating procedure or best practices document for making public meetings more accessible.

Draft Minutes

Committee Leadership and Organization

- NB expressed willingness to continue serving as Chair but encouraged the committee to consider future leadership roles.
- The committee discussed the possibility of electing a vice chair, and create specific roles and responsibilities for members of the committee.
- TW suggested that we create a slate of candidates to be appointed

7. Other Committee Business

7. Other Committee Business

No other committee business

8. Adjournment

8. Adjournment

Subject 8.1. Motion to adjourn

Meeting September 16, 2024 - Burlington Advisory Committee On Accessibility - Monday, September 16, 2024, 3:00 PM,
Burlington Advisory Committee On Accessibility

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Category 8. Adjournment

Department Council and Board

Type

Recommend
ed Action

8.1. Motion to adjourn

Motion for adjustment made by TW, seconded by KS motion, passed unanimously and adjourned at 4:00pm

9. Informational and Non-Discrimination Statements

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Subject **9.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.**

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Category 9. Informational and Non-Discrimination Statements

Department Council and Board

Type

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**BURLINGTON ADVISORY COMMITTEE ON ACCESSIBILITY
BUSHOR CONFERENCE ROOM, 1ST FLOOR, CITY HALL
MINUTES OF MEETING
October 21, 2024**

1. Agenda

1. Agenda

Subject	1.1. Motion to adopt the agenda
Meeting	October 21, 2024 - Burlington Advisory Committee on Accessibility Meeting - Monday, October 21, 2024, 3:00 PM, Bushor Conference Room, 1st Floor, City Hall
Category	1. Agenda
Department	Human Resources
Type	Action Procedural
Recommended Action	Motion to adopt the agenda
1.1. Motion to adopt the agenda	
Meeting called to Order at 301pm by NB	

2. Introductions

2. Introductions

Members of the Committee and City Officials present
Nate Bisio
Karen Downie
Elna Rosen
John Thomas
Jon Adam Koltitz
Sophie Sauve
Ashley Parker
Katherine Schad
Tim Williams
Erik Ramakrishnan

2nd degree connection

Members of the public
Lisa Black

3. Public Forum

3. Public Forum

Subject

3.1. Verbal Comments

Meeting

October 21, 2024 - Burlington Advisory Committee on Accessibility Meeting -
Monday, October 21, 2024, 3:00 PM, Bushor Conference Room, 1st Floor, City Hall

Category

3. Public Forum

Department

Human Resources

Type

Action
Procedural

Recommended Action

open Public Forum
close Public Forum

3.1. Verbal Comments

Lisa Black, a City of Burlington Resident thanked the committee for their work, and was eager to learn more about how the committee functions and to understand the work it does.

4. News & Updates

4. News & Updates

Annual Halloween Roll and Stroll: J A-K announced the 15th annual event to be held at City Hall Park on October 27 at 1:30 PM, with Halloween-themed activities and accessibility options.

5. ADA Title II Discussion

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The committee reviewed two websites as shared by ER, and started the discussion on what shape a program evaluation would or could take.

The two links are as follows:

<https://www.adaactionguide.org/index.php/resources>

<https://www.ecfr.gov/current/title-28/chapter-I/part-35/subpart-A/section-35.105>

The committee agreed to have each person come up with 3-5 questions or priorities you think should be made for the evaluation, those questions are to be sent to Erik and Chair Biso ahead of the November meeting

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6. Potential New Members For Committee

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7. Other Committee Business

7. Other Committee Business

8. Adjournment

8. Adjournment

Meeting called to Adjured at 348pm by NB

Motion made to adopt the agenda by KS seconded by AP motion passed unanimously

Subject	8.1. Motion to adjourn
Meeting	October 21, 2024 - Burlington Advisory Committee on Accessibility Meeting - Monday, October 21, 2024, 3:00 PM, Bushor Conference Room, 1st Floor, City Hall
Category	8. Adjournment
Department	Council and Board
Type	Action Procedural
Recommended Action	Motion to adjourn
8.1. Motion to adjourn	

9. Informational and Non-Discrimination Statements

9. Informational and Non-Discrimination Statements

Subject	9.1. <i>*ASL Interpreting Provided upon request in person or over Zoom. To request an interpreter, please contact Committee Chair, Nate Besio, at 802- 861-3092 or nbesio@vcil.org at least seven days prior to the meeting.</i> The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, and national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145.
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Category	9. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

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