

1. Portland Disability Advisory Committee Agenda

Documents:

[DISABILITY ADVISORY 022017 AGENDA.PDF](#)

1.1. Portland Disability Advisory Committee

Documents:

[APPLICATION FOR MEMBERSHIP TO CITY MANAGERS DISABILITY
ADVISORY COMMITTEE.PDF](#)
[PORTLAND DISABILITY ADVISORY COMMITTEE NOTES 2.1.17 W GTS
REVISIONS.PDF](#)



Commission Members: Alex Landy, Bud Buzzell, Cheyl Miner, Christina Mailhot, Dylan Matthews, Gina Tapp, Glenn Fenton, Greg Jordan, Haley Pass, Hanna Aistrop, Irene Mailhot, James Devine, Jill Johanning, John LeMieux, Karen Perry, Kayla Moorre, Ken Capron, Lisette Belanger, Martin Magulis, Michelle Ames, Nancy Knauber, Renee Berry-Huffman, Rosanne Graef, and Steve Leighton.

Disability Advisory Committee Agenda
Wednesday, February 1, 2017
11:00 A.M.
Portland, Maine City Hall
389 Congress Street, Room 24
(Basement)

- I. The application for the re-structured Portland Disability Advisory Committee is completed. Gina would like to have a discussion about outreach ideas to make sure that the city is reaching as many people with disabilities and organizations that also serve people with disabilities.
- II. A discussion to gather ideas about links to resources that residents with disabilities as well as those who are visiting the city may find helpful. These links could be added to the city's web-page.
- III. A discussion about etiquette when providing assistance to, working with, or meeting with individuals with disabilities, and how use videos for training and discussion.

Briefly state why you are interested in being on this City Committee:

In what ways will you contribute to the work of the Committee?

Have you been on this City Committee previously, and if so, for how long?

____ Yes, I have been on the Portland Disability Advisory Committee for ____ years, and am currently attending meetings regularly.

____ Yes, I have been on the Portland Disability Advisory Committee in the past, for ____ years, but I am not currently attending meetings.

____ No, I have not been on the Portland Disability Advisory Committee in the past, but I am interested in joining now.

Is there anything else that you would like the City Manager to know about your application to be a member of this City Committee?

If assistance is needed to complete this application, please contact Gina Tapp, Director of Human Resources at (207)874-8624 or gmt@portlandmaine.gov

DEADLINE FOR APPLICATION IS WEDNESDAY, MARCH 1, 2017.



**Portland Disability Advisory Committee
City Hall, Room 24
February 1, 2017**

Present: Karen Perry, Jill Johanning (Alpha One), Lisette Belanger, PKK, Graeme Bock, Haley Pass, Jim Devine (Homeless Voices for Justice), Gina Tapp (HR Director), Stephanie Meyer (Interpreter), Ashley Levesque, Renee Berry Huffman, Michelle Ames (disability rights Maine), Christina Mailhot, John LeMieux, Tania Tonos (Homeless Voices for Justice), and Karen McPhee (Recreation).

Introductions were made and a sign-in sheet was circulated.

1. Minutes of the last meeting (January 4, 2017) were moved by John and seconded by Karen Perry. The group approved the minutes.
2. Topics for today's meeting:
 - a. The application for the re-structured Portland Disability Advisory Committee (Gina Tapp, HR Director).
 - b. Discussion of ideas about links to resources that residents with disabilities and visitors to the city would find helpful which could be posted on the city's web page (Gina).
 - c. Discussion about etiquette when providing assistance to, working with, or meeting with individuals with disabilities; and how the use of videos for training and discuss would be helpful (Gina and Renee).

Topic a – Applications for committee membership

Gina began the discussion by passing out the application for the committee positions to those in attendance. She stated that the application is open until March 1. If members or others who are interested need help completing the application, they can contact Gina and she will assist them.

Gina told the group that there are two types of memberships. The first membership is for those individuals with disabilities who are applying for the committee seats and the second is for representation by organizations/agencies that provide services to individuals with disabilities and who would like to serve.

The new Workforce Diversity & Inclusion position in the City's HR Department will be assigned to the committee to provide guidance and to help the committee inform the city manager and city council about issues that affect the lives of individuals with disabilities who reside in Portland. In addition, policy decisions will be a part of the committee's tasks. When the city's ADA Self-Assessment is completed, the resulting information may also be helpful in providing insights about what the city will need to do to improve services, training, and policies.

Interviews for the committee seats will be conducted by the City Manager and his staff once all the applications have been received.

Questions/Comments about the new committee restructure

John stated that this committee will function as any other city committee.

Lizette: What will the new committee be asked to do?

Gina: The new committee will have more focused tasks and formalized goals to work on. Information sharing will be very helpful.

Jim: The group will be a "sounding board" and a positive step to make more solution-oriented outcomes. Jim also mentioned that there has been some resolution of the signage at Preble and Oxford Streets and the outdoor dining on sidewalks.

Karen M: The Public Works director was contacted about the concerns raised by Tania at the last meeting. He has assigned Jeremiah Bartlett, an

engineer, to address the issue. Karen will continue to inform Jeremiah of any other street areas that members have concerns about.

Renee: It is bittersweet with its past history as there were attempts to get agenda items each meeting. She has been involved since the beginning. There is a martial arts person whom Renee would like to have speak to the group.

John: How does this affect policy?

Renee: Maybe this person can help out with issues about safety for persons with disabilities and who want to make things better/safer.

John: Jon's proposal is circling back to the original intent.

Renee: This is all positive. We have to get our forms back to the city.

Jim: His observations about the shelter are that there are many folks with disabilities. There are some issues about Preble Street that may come to the group.

Renee: These have been dealt with.

John: The organization's membership will want to coordinate with the groups that are interested in representation and to verify that the organizations have qualified individuals who may serve on the committee.

Renee: People need to make sure that this is approved.

Gina: Some organizations – Disability Rights Maine, alpha One, Opportunity Alliance, SUFU

Renee: The archives has a list of agencies. It could be regenerated.

John: Do we have archived records?

Renee: I have my emails from 2011.

John: Could you make these available for a timeline to know the history of the committee?

Gina: I do not have any records.

Topic b – Discussion about the City website

Gina brought the overhead projector with a computer to bring up the city's webpage and to show members how to access the committee's site. She also showed individuals where the Accessibility link is (at the bottom of the page). Gina showed the group where they could locate other standing committees and boards as well as agenda items and minutes.

It was suggested that perhaps the committee could make recommendations to improve the site so that access to items of interest around disability and access could be more easily located, as well as having links of interest where people could locate information.

John: The link search might be challenging. A home page could have a button to bring the user to the site that is more helpful.

Renee: We have a page on Facebook. It makes note of when transportation (e.g. Logisticare) is not running.

Lizette: The search for disability would be done with the use of a button.

John: The button could have general information, then links or lists for a quick reference.

Renee: Can help with references through Facebook to use the pages, then help consumers to locate sources.

Karen M.: Communications under the ADA will be addressed in the city's Self-Assessment.

Renee: We need sign language interpreters to help with communications.

Lizette: A good point to offer classes to families. Good to have a deaf teacher. Some people struggle to learn sign language – it is like a foreign language. Everyone has his strengths (don't feel bad about not learning).

Karen P.: I have had challenges learning sign language.

Renee: Does anyone else have ideas about links?

Gina: There is an accessibility link at the bottom of the city's web page.

John: Keep the link at the bottom of the page and put one at the top.

Lizette: I am wondering about private companies, e.g. tours of the city? Information could be placed/noted with the Department of Tourism on Commercial Street and the Chamber of Commerce.

Jim: It would be good to include these people.

Gina: I may need some help with this. Is there anyone who would like to help me out? Renee, Karen P., and John will volunteer to help Gina.

Gina: We don't want to replicate 2-1-1.

John: We have good staff helping the committee. We should have the history and time frames.

Jill: Linda Weare of the city's Elder Services would be a good person to connect with as they are organizing themselves as well.

Topic c – Disability Etiquette & Education

Renee: Sharing story about her encounter with an individuals at the Martin Luther King dinner when a person approached her. He/she asked her – “So what’s up with this contraption” referring to Renee’s power chair.

Gina: What if our committee put together a video as an education tool to help our group and educate others about persons with disabilities?

An example video was shown to the group. It was filmed in Washington, DC.

Group Feedback – Etiquette Video

Karen P: I like it. I don’t think we need to make our own. I try not to take people’s unawareness personally. People don’t always know how to treat others who are disabled.

Gina: What are the big messages?

Renee: Can be more that can come out of it (the video). Could take a lot to put together. I have done a lot of training and the materials are used all over the country. People need to know when they are being inappropriate.

John: I thought it was a good video. Can use it for city employees and the schools. The activity would involve a lot of people. There are a lot of resources and talented people in the city. Can make a video about making the video.

Jim: A lot of people are coping with issues of gender orientation.

Lizette: This is a very good start. Not a lot of technology was included in it. It is hard to cover all the topics. So many issues and they are hard to include everything in one video.

Karen P. Where is this to be shown? Who are the audiences?

Lizette: General groups.

Renee: Anyone who has something to do with a variety of audiences – city employees, vendors, services, etc.

Jill: The Cromwell Center works with schools.

John: The video reinforces the concept of person-first.

Gina: The video will be an ongoing project and thank you for your feedback.

Other Business

Renee: Do we have a speaker for March (e.g. the martial arts person)? Perhaps have the person at a later date.

John: We should focus on the restructuring of the committee.

Jill: The Portland Disability Social group might be a good group to reach out to. (Karen M. shared the group's business card with Renee).

Renee: She can reach out to these people and maybe they could have the martial arts person.

The meeting adjourned at 12:15.

Respectfully submitted,

Karen B. McPhee
Recreation