



# Agenda

CITY CLERK'S OFFICE

DATE 8/14/14 TIME 7:41r

PREPARED BY David Chapman

REVIEWED BY [Signature]

## **MAYOR'S COMMITTEE ON DISABILITY**

**THURSDAY, AUGUST 21, 2014**

**10:00 A.M.**

**GENOVEVA CHAVEZ COMMUNITY CENTER**

**3221 RODEO RD.**

**CLASSROOM 1**

***Amended Item: 6-C***

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES: FOR JULY 17<sup>TH</sup> MEETING
5. PUBLIC COMMENTS (15 MIN. TOTAL)
6. NEW BUSINESS
  - a) PRESENT CERTIFICATES OF APPRECIATION TO DEE MARTINEZ AND HOPE REED
  - b) PROJECT PRESENTATION BY BRIAN MCPARTLON
  - c) DAVE MCQUARIE LETTER TO PUBLIC WORKS DIRECTOR
7. OLD BUSINESS
  - a) MCD SUB-COMMITTEE REPORTS
  - b) REVIEW AND COMMENTS OF ACCESSIBILITY RESOURCES BROCHURE – NANCY PIETERS
  - c) STATUS OF INTERN – DAVID CHAPMAN
  - d) LETTER OF APPRECIATION FOR SCHOOL OF THE DEAF ADA IMPROVEMENTS – DAVID CHAPMAN

ITEMS FROM MEMBERS AND STAFF (3 MINUTES)

8. ADJOURN

NEXT MEETING SEPTEMBER 18, 2014

**PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.**

**THIS IS A FRAGRANCE FREE MEETING**



# Agenda

CITY CLERK'S OFFICE

8.13.14

11:26am

BY David Chapman  
Carmelina Spears

**MAYOR'S COMMITTEE ON DISABILITY  
THURSDAY, AUGUST 21, 2014  
10:00 A.M.  
GENOVEVA CHAVEZ COMMUNITY CENTER  
3221 RODEO RD.  
CLASSROOM 1**

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES: FOR JULY 17<sup>TH</sup> MEETING
5. PUBLIC COMMENTS (15 MIN. TOTAL)
6. NEW BUSINESS
  - a) PRESENT CERTIFICATES OF APPRECIATION TO DEE MARTINEZ AND HOPE REED
  - b) PROJECT PRESENTATION BY BRIAN MCPARTLON
  - c) DAVE MCQUARIE LETTER TO CITY MANAGER
7. OLD BUSINESS
  - a) MCD SUB-COMMITTEE REPORTS
  - b) REVIEW AND COMMENTS OF ACCESSIBILITY RESOURCES BROCHURE – NANCY PIETERS
  - c) STATUS OF INTERN – DAVID CHAPMAN
  - d) LETTER OF APPRECIATION FOR SCHOOL OF THE DEAF ADA IMPROVEMENTS – DAVID CHAPMAN

ITEMS FROM MEMBERS AND STAFF (3 MINUTES)

8. ADJOURN

NEXT MEETING SEPTEMBER 18, 2014

**PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.**

**THIS IS A FRAGRANCE FREE MEETING**

**\*\*Please notify Marcia Bowman, Chair at 438-4382 and/or David A. Chapman, Interim ADA Coordinator/Liaison. at 955-2012 if you are unable to attend.**

**ORIGINAL**

**SUMMARY INDEX  
CITY OF SANTA FE  
MAYOR'S COMMITTEE ON DISABILITY**

**AUGUST 21, 2014**

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>PAGE(S)</b>
CALL TO ORDER		
ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Quorum	1
APPROVAL OF MINUTES July 19, 2014	Approved	2
PUBLIC COMMENTS	None	2
NEW BUSINESS		
a) Certificates of Appreciation: Dee Martinez/ Hope Reed	Presentation	2
b) Project Presentation:	Brian McPartlon	2-4
c) Dave McQuarie Letter to Public Works Director	Discussed	4
d) Request to POSAC for maintenance	Discussed	4
e) Scheduling of Committee	Discussed	4-5
OLD BUSINESS		
a) MCD Sub-Committee Reports	Discussed	5-7
b) Review/Comments of Accessibility Resources Brochure	Nancy Pieters	7
c) Status of Intern- David Chapman	Discussed	7
d) Letter of Appreciation for ADA Improvements for School for the Deaf- David Chapman	Discussed	7
ITEMS FROM MEMBERS AND STAFF	Discussed	7
ADJOURNMENT    & Next Meeting	Adjourned 11:38 a.m. September 18, 2014	7-8

**MINUTES OF THE  
MAYOR'S COMMITTEE ON DISABILITY**

**SANTA FE, NEW MEXICO**

**August 21, 2014**

A scheduled meeting of the Mayor's Committee on Disability was called to order by Marcia Bowman, Chair on this date at approximately 10:00 a.m. at Genoveva Chavez Community Center, 3221 Rodeo Road, Classroom 1, Santa Fe, New Mexico.

Roll call indicated a quorum as follows:

**Members Present:**

Marcia Bowman, Chair  
E. Mariam Jawhar (arrived later)  
Roberta Hunt, Vice Chair  
Nancy Pieters  
Ron Ortiz Dinkel  
Dr. Charles Maynard  
Mary McGinnis  
Dave McQuarie  
Sharon Wirtz

**Members Excused:**

**Members Absent**

**Staff Present:**

**Others Present:**

Dee Martinez, Governor's Committee on Disability (GCD)  
Anthony Alarid, GCD  
Susan Gray, GCD  
Brian McPartlon, Santa Fe Rotary Club  
Don Miller, Santa Fe Rotary Club  
Charmaine Clair, Stenographer

Chair Bowman said Mr. Chapman could not be present due to a family member in the hospital.

**APPROVAL OF AGENDA**

Under New Business: Item (d.) was added: A request for a maintenance schedule from MCD to the Parks and Open Spaces Commission; and Item (e.) to discuss scheduling/staffing the Committee for the next few months.

**Mr. McQuarie moved to approve the agenda as amended. Ms. Hunt seconded the motion which passed by unanimous voice vote.**

**APPROVAL OF MINUTES- July 17, 2014**

Page 5, paragraph 4, the referral to restaurants should be *restrooms*.

In paragraph 5, Mr. McQuarie asked that the sentence read: "*Mr. McQuarie said the last comment talks about signage and that by using brown signage, as per staff; the brown sign for the restrooms is [to tell] 'you people' that 'flush' is required.*" He said the comment was said to him by staff during the inspection of the convention center. He wants the sentence reflected in the minutes as stated, because it shows the attitude of some staff members.

**Mr. McQuarie moved to approve the minutes of July 17, 2014 as amended. Ms. McGinnis seconded the motion which passed by unanimous voice vote.**

**PUBLIC COMMENTS-** There were none

### **NEW BUSINESS**

- a) Present Certificates of Appreciation to Dee Martinez and Hope Reed

Chair Bowman welcomed Dee Martinez. She said Ms. Martinez worked with the Committee for eight years and worked diligently and added great value and she is missed. She presented Ms. Martinez a Certificate of Appreciation from the Mayor's Committee to acknowledge her service.

Ms. Martinez said Hope Reed asked her to extend her apologies to the Committee that she was unable to attend. She said Ms. Reed asked her to convey that she appreciated being part of the MCD and she has offered her support when needed.

Ms. Martinez introduced Anthony Alarid with the Governor's Commission on Disability and Susan Gray, Chair of the Governor's Commission.

*Ms. Jawhar entered the meeting at this time.*

- b) Project Presentation: Brian McPartlon

Mr. McPartlon said he and Mr. Don Miller are with the Rotary Club of Santa Fe and he is a member of the Board of Directors of the Rotary Club. Mr. Miller founded the New Mexico Center for Therapeutic Riding.

He explained that the Rotary Board of Directors looked for a hands-on project and has looked at projects being done in West Texas and Las Cruces to build wooden ramps for wheelchair individuals. Mr. Chapman referred them to Anthony Alarid for where their project might be needed. He said he and Mr. Miller were present to inform the Committee about their project and ask advice on where they see the greatest need.

Mr. Miller said the goal is to work for the community and build a ramp in an area of great need, where funds might not be available. He said the Rotary has a lot of experienced people that work on the projects and their hearts are in this, as well as their ideas. They will build one ramp and from there decide how well that was done and what the cost is. The hope is to continue serving the community and building more ramps.

Ms. Wirtz said it would be helpful if they let social workers in hospitals know about their project. She said she learned that a ramp was needed after her daughter's accident.

Chair Bowman added that she works in the hospital with patient rehabilitation and knows a number of people who need a ramp.

Ms. Gray said there is a huge need for ramps for those without means. She said Santa Fe Senior Services has some funding and the county and state also have programs, but are always looking for resources. She said one program at the Community Services Department is called the GAP program. The program "fills in the gap" for people without fiscal resources or who might not qualify for Medicare, senior services or have insurance, etc.

Ms. Gray said if the Rotary decides to continue the project, another option is the Aging and Disability Resource Center; a one-stop center for resource referrals for seniors and adults with disabilities. The Center points people to the places or people who can help them.

Ms. McGinnis said also people come through New Vistas that are waiting to get on disability or Medicaid/Medicare and some fall through the cracks and might need the service. She said she sent their information to Marilyn Bennett. She recommended they contact Ron Garcia, Director of New Vistas.

Mr. McQuarie said the program is commendable and he wishes them success. He said if there is a need for their service with a city-owned public building, he hopes they will contact the MCD or Public Works Director. He said that is the city's responsibility. The city should provide a permanent structure made of concrete.

He said the GCD could give them advice, but as a rule the wooden ramps should: 1) be built at an incline that would be acceptable for access and 2) and have hand rails. He added that wooden surfaces can be slick when wet and they should take measures to reduce that; otherwise the ramp might not be usable in adverse weather.

Mr. Alarid said he welcomes the Rotary program. He said GCD has a program, but he thought it was not currently funded and there is a big need. He said he isn't aware of anyone currently providing the service and GCD and Open Hands keeps a list and receive calls all the time. He said GCD could provide technical advice, etc. He said they should be sure anyone receiving a ramp knows the ramp has to be maintained.

Ms. Wirtz said another need is for portable metal ramps.

Mr. McQuarie recommended Cowgirls Restaurant as a business in need, but a ramp would block the sidewalk. He said there could be an alternate path. He said there is also the Old San Miguel Mission, but it would require a switchback set of ramps. He wasn't sure if that is practical.

Mr. McPartlon thanked the Committee for their great ideas. He said he would look at the restaurant, because that fits the Rotary's needs.

Ms. Gray said another category of private buildings is churches, which by law do not have to comply with ADA. She said many churches do not have the financial resources, however want to be accessible to people with mobility limitations. She reminded everyone that limitations could be not just a wheelchair, but a walker or someone with a leg brace or a mother with a child in a stroller, etc.

Mr. Ortiz Dinkel said there are older parts of town that also have high traffic and might not be accessible, like the Santa Fe Playhouse and some of the art galleries.

Mr. McQuarie asked Mr. Miller and Mr. McPartlon to spread the word about the Mayor's Committee MCD and that they are here to assist the people of Santa Fe. Mr. McPartlon replied he would tell a hundred members of the Rotary this afternoon.

c) Dave McQuarie Letter to Public Works Director

Mr. McQuarie said he reminded the Public Works Director that plans for projects of a certain dollar amount are supposed to be sent to MCD for review before public funding is requested.

He pointed out two places in the letter: the Defouri Bridge (Roads Division) and the Civic Center. There are things on the punch list from four years ago that have not been addressed. He reminded staff that the preliminary Transition Plan has other places; 20 or so with barriers, that the Plan Review Subcommittee has not received plans on (nearly 4 million dollars).

Chair Bowman asked if Mr. McQuarie was asking for approval to send the letter.

Mr. McQuarie said he didn't care if it was approved or not-the letter went out. He said the letter implies it is from the subcommittee. He said if a follow-up letter is necessary, he would appreciate the backing of the Committee/subcommittee.

Chair Bowman asked members for their thoughts on the letter; she thought it reasonable.

Mr. Ortiz Dinkel said it would be appropriate for the letter to be from the Plan Review Subcommittee.

Chair Bowman said at this point nothing could be done, other than say "thank you".

d. Request to Parks Open Space Advisory Commission to Adopt a Policy for Maintenance in Parks.

Mr. McQuarie said there was supposed to be a draft letter in the packet; he wasn't sure Mr. Chapman had developed the draft yet. He said it was suggested during the plan review that it would be helpful to have a maintenance policy; especially for services and that MCD should request that from Parks and Open Spaces Advisory Commission (POSAC).

He said he told Jason Kluck (Facilities) that he would bring the request up at the MCD meeting. He said POSAC is the only one that can put out a maintenance policy. The policy can be requested by MCD because ADA requires continual maintenance; like on accessibility features such as restroom doors that are off the hinges, etc.

Chair Bowman said she would ask Mr. Chapman about the letter for the next meeting.

e. Scheduling of Committee

Chair Bowman said Ms. Hunt is leaving and she has been a tremendous asset and she will be missed. Chair Bowman asked Dr. Maynard if he was able to slip into the position of chair of the Media Subcommittee. Dr. Maynard said he could.

Ms. Bowman said another issue is the need for a vice chair. She said she would not be present for the meeting in September and is open to suggestions.

Ms. Hunt said she is interested in nominating a person if the Committee wanted to vote for a vice chair; or have a temporary vice chair.

Mr. McQuarie pointed out that a chair can appoint a person or someone can be nominated without having to be approved or voted on.

Chair Bowman said she wanted to talk with anyone nominated, before announcing a vice chair. She would discuss Ms. Hunt's nomination with her. She suggested the Committee skip the September meeting.

Ms. Jawhar thought that a good idea. Ms. Pieters reminded the Committee about disability awareness in October and the brochure that needs approval. Mr. McQuarie did not want the Committee to skip a meeting. He said there is a limited chance to address issues and traditionally they skip December for a luncheon. He said September is the last chance to get organized for disability month. Ms. Hunt said she was also reticent to cancel the meeting. She asked members to think about whether they would be comfortable chairing a meeting.

Chair Bowman asked to hear the Subcommittee Reports and what Media had planned for October.

## **OLD BUSINESS**

### **a) MCD Sub-Committee Reports**

#### **◦ Media- Roberta Hunt**

Ms. Hunt said Mr. Chapman was very helpful. She sent him posters from the national organization and he had them printed. She personally laminated two of the larger posters and five smaller ones. She said she would ask if the city could also laminate some posters. She said she would e-mail a list of locations she would like to place posters in town; libraries, the Chamber of Commerce, the community college, the Incubator, etc. Ms. Jawhar suggested the Department of Workforce Solutions and DVR.

Dr. Maynard said he would take care of the ads for the newspaper, KSFR, public television, etc. He will also put out press releases, which should not be sent earlier than two weeks before the event. He said one thing needed is to find businesses that are exemplary in hiring people with disabilities to interview. He said he should have most of the other items underway by the September meeting and would report on the status at that time.

Ms. Hunt said New Vistas is a great resource and would have where graduates are working, etc. She would send everyone her updated e-mail address.

The members discussed the areas for poster placement; the target should not just be those who currently hire people with disabilities.

Chair Bowman said Ms. Hunt and Dr. Maynard have done more than what was done in the last few years.



Ms. Pieters asked if the brochure would be handed out in an event in October. She was told there was none, but it should be ready in May for Community Day.

The Committee discussed the September meeting. Ms. Hunt said the MCD is a public meeting. She said the Committee is trying to get the public more involved and the meeting is a forum for public concerns.

Ms. Pieters said she was not as worried now that she knows the brochure isn't needed in October.

Chair Bowman commented that regarding the Media in October; the Committee had not had luck with getting on commercial television stations, but did use the city television. Dr. Maynard said he has some access to commercial television stations and would talk with them.

Mr. McQuarie volunteered to chair the September meeting. He said he wanted to make it clear that he would not want to be appointed vice chair. He said the chair should have access to the Internet and he does not.

Chair Bowman said she would talk with Mr. Chapman and the Committee would be kept informed about the decision to meet in September.

- Plan Review – Dave McQuarie

Mr. McQuarie said a review on Los Milagro Park is in the packet. He said in the plan review meeting MCD was asked to request POSAC adopt a policy [on maintenance]. The plan review memo from MCD recommends scheduled maintenance for the EWF (engineered wood fiber) surface and playground equipment. He said the Committee should follow through on that request; not only for EWF, but on asphalt trails. He said the Parks Department is responsible for maintenance and he was told there is no maintenance schedule.

He said two other reviews will be in the September packet; an update of part of the River Trail and a crossing along Alameda east of St. Francis Drive that has no connectivity. He said it was remarked at the plan review that engineers are saying the crossings are compatible, but they are *not*.

He said another plan review had a couple of minor remarks.

- Transportation- Mary McGinnis

Ms. McGinnis said the Transit Advisory Board (TAB) did not meet due to lack of quorum and there will be a meeting next week.

Mr. McQuarie said TAB recently received a grant application and plans to rebuild the Sheraton Transit Center. The plans were submitted for review and have been approved by City Council and the HDRB (Historic Design Review Board). He said the MCD Plan Review Subcommittee has never received the plans, even though they have requested them in writing. He has heard that the plans for the Center might not be accessible.

- b) Review/Comments of Accessibility Resources Brochure-Nancy Pieters

Ms. Pieters said she and Mr. Chapman worked on the brochure, but she wasn't sure that Mr. Chapman had made the changes yet. She noted some of the changes she made were to remove about 70 percent of the information. Mainly the name of the organization and contact information; phone numbers and e-mails remains. The brochure font and spacing is more consistent and the borders, etc., were removed to make the brochure less busy and easier to read. The front page has information about MCD and describes the Committee and inside has local, state and national resources and contact information.

She said Mr. Chapman wants the brochure to serve as an accessibility guide and an advertisement for the Mayor's Committee. She said the next generation of the brochure should look very different.

c) Status of Intern-David Chapman

Chair Bowman said that Mr. Chapman met with Kathleen Kaplan and she will begin now and her term will be through the end of the year, instead of the end of summer.

Chair Bowman read the work duties Ms. Kaplan would be assigned: conducting research; data input of the Transition Plan into the software program and creating an instruction manual; creating an ADA reference sheet; coordinating and updating the city's ADA website; assisting with grant applications; taking notes on plan reviews; attending the MCD meetings, etc.

d) Letter of Appreciation for ADA Improvements for School for the Deaf-David Chapman- Postponed until the next meeting.

#### **ITEMS FROM MEMBERS AND STAFF**

Ms. Hunt said she is sad and disappointed to be leaving. She said the Committee is a great group and is making progress and she will track the progress on the Internet. She hopes to be a public member and will definitely see them on the Plaza in May. She thanked the Committee for giving her the opportunity to be part of their Committee and said she appreciates their patience with her.

Chair Bowman thanked Ms. Hunt and said she has been a valuable member with valuable input.

Mr. McQuarie said Ms. Hunt was a valuable asset and he regrets losing her. He said she brought up a point that members must live within the city limits. He suggests the Committee request that City Council revise the resolution to allow members outside the city; he preferred within a 10 mile radius. He said the MCD has had active members in the past that lived in Tesuque and in El Dorado, etc.

Ms. Jawhar apologized that she did not know what was happening on the Media Subcommittee. She said she reminded Dr. Maynard that she is on the subcommittee and she will be active.

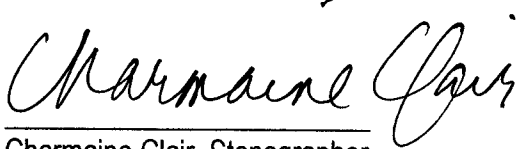
#### **ADJOURNMENT & NEXT MEETING: September 16, 2014**

*Having completed the agenda and with no further business, the meeting adjourned at 11:38 a.m.*

Approved by:

  
Marcia Bowman, Chair

Submitted by:

  
Charmaine Clair, Stenographer