



Minutes for Meeting

Mayor's Committee on Disability Concerns

Wednesday, February 13, 2019

Members Attending:

Herb Bailey, Cathy Borjas, Rebecca Budd, Vera Cheek, Brittany David, Marilyn Dillon, Melanie Elliot, Scott Ellis, Jackie Haverly, Jacob Hill, Larry Hopper, Jason Johnston, Sidna Madden, Nedra Ruth, Sharron Schaefer, Liz Scheffe, Curtis Singleton, Dana Tallon, Lori Wathen

Members Absent:

Dr. Henry Asin, Fran Cory, Heather Hancock, Diana Hubbard, LeeAnn Jenkins, Ronita Jones, Adam Lane, Zubayr Rahman, Willis Washington, Pam Wright

Members Excused:

Frank Barnes, Vicky Golightly, Sydney Lane, Jeremy Moses, James Timberlake, Christina Tran, Sandi Webster, Keith Wilkinson, Emma Woodford, Ken Wyatt

CALL TO ORDER: 8:05 a.m. by Sidna Madden

No quorum when the meeting was called to order. Quorum was achieved at 8:20am and the meeting proceeded.

WELCOME & INTRODUCTIONS:

Guests:

Sahara Wiles was attending the meeting as part of a class assignment. Sahara is a student at Oklahoma City Community College.

New Members:

None.

APPROVAL OF MINUTES:

Sidna Madden opened discussion of the minutes from the January 2019 meeting. Cathy Borjas moved for approval, seconded by Liz Scheffe, minutes were approved unanimously.

TREASURER'S REPORT:

Dana Tallon, Treasurer.

Beginning balance was \$ 7,526.74.

Income of 0.64 cents in interest. No expenses for the period.

Ending balance was \$7,527.38, plus the \$5.00 required checking account balance.

Sidna Madden accepted the report on behalf of the Committee.

STANDING SUBCOMMITTEE REPORTS

ADA Special Session Workshop

Report from Sidna Madden, Subcommittee Chair. The special session will be held the day after the luncheon, 10-11-2019, which is a Friday. Richard Sternadori is confirmed for the speaker this year.

Luncheon

Report from Dana Tallon/Cathy Borjas, Subcommittee Co-Chairs. The luncheon is scheduled for Thursday, October 10, 2019 at St. Luke's. A debrief of the 2018 event was held on January 30, 2019, with plans for the current year discussed. The following are the highlights of the debrief shared with the full committee:

- Need three volunteers: first, an individual to be the primary contact point to handle reasonable accommodation requests for the committee and follow-up 72 hours prior to the event. Second, need an individual familiar with technology to lead a group to explore live streaming of the ADA special session. Third, need an individual to assist with table assignments and preparation of the table tents/name cards
- Confusion last year with registration charge for credit. Will make the charge a standard amount of \$26 for everyone, regardless of payment method
- ADA Special Session will be \$130 for early bird registration prior to 8/31/2019. After that date, the charge per person will be \$150
- Table sponsorships will remain \$250 and will include four seats
- Emcee will be Kevin Ogle again. Committee is confirming the date with the Mayor and Mr. Ogle by 2-15-2019

A tentative timeline for the luncheon has been developed:

1. February/March 2019 – Confirm speaker, Mayor, and Emcee. Save the date and initial press release by the end of March
2. April 2019 – Award nominations open on 4-1-2019 – second press release announcing awards
3. May/June 2019 – Begin securing sponsorships, send out reminder updates for luncheon registration and award nominations
4. July 2019 – Award nominations close on 7-1-2019 and nomination summaries sent

out to MCDC members for review

5. August 2019 – Vote on awards at MCDC meeting, notify award winners and order awards. Begin working on luncheon script and send out City Council invitations
6. September 2019 – Confirm award winner attendance, finalize script, send out reminder notices for registration deadline
7. October 2019 – Registration for the lunch closes at 5pm on 10-1-2019

Awards Committee

Report from Marilyn Dillon, Subcommittee Chair. Discussion on the makeup of awards. Presented recommendation to remove the Special Awards and replace them with a new Inclusivity Award that will be geared toward groups, events, or businesses that have activities or events that are made fully accessible to individuals with disabilities. The example given was the individuals with disabilities night provided by iFly. Updated and expanded award nomination criteria will be presented to the committee during the March meeting.

Motion to remove Special Awards and replace them with the Inclusivity Award by Scott Ellis, second by Jacob Hill. Passed, one abstains.

Audit Committee

No report from Marilyn Dillon, Subcommittee Chair.

Barrier Free Design

Report from Scott Ellis, Subcommittee Chair. Scott noted that one hearing involving the OKC Public Schools is not relative to the committee's mission.

Outreach

No report from Herb Bailey, Subcommittee Chair.

Emergency Response

No report from Ken Wyatt, Subcommittee Chair.

Membership

Report from Jason Johnston, Subcommittee Chair. Jason shared a recap of the membership subcommittee meeting held on 2-6-19. New member handbook is nearly complete. Committee is looking to schedule a social event. Tentative Saturday in April, exploring location options, expect it to be held around 3pm. Further discussion of a possible date in May and sending a poll out to members for availability.

The subcommittee reviewed meeting attendance and identified five MCDC members who will receive a letter thanking them for their service. The subcommittee will contact one other individual to verify they wish to continue serving.

MCDC member photos will be taken following the regular MCDC meetings in March and April of 2019. Come dressed appropriately for a photograph.

Public Relations

No report by Subcommittee Chair, Vicky Golightly.

Strategic Planning

Report by Subcommittee Chair, Larry Hopper. The strategic planning session will be held on the alternate date of March 9, 2019 from 9am to 2pm at the Art's District Garage conference center located at 431 West Main Street, Ground Floor, EMBARK conference room. Free parking is available on the street (weekends only) or you may pay \$10 to park in the Art's District Garage. This venue is located directly south of City Hall. We have secured a facilitator and Larry requested discussion on the committee providing lunch.

Motion to spend up to \$200 for food/drinks during the strategic planning meeting by Marilyn Dillon, second by Jason Johnston. Passed unanimously.

Ways and Means

Report from Subcommittee Chair, Cathy Borjas. Planning to speak with Rebecca Budd following the regularly scheduled MCDC meeting.

NEW BUSINESS:

Disability Awareness Day

Dana Tallon reminded everyone of the event that will be held on March 12, 2019 at the Oklahoma State Capitol. Registration is available online or paper forms were provided.

Discussion of the MCDC table at the event. Jason Johnston, Melanie Elliott, Herb Bailey, and Diana Hubbard have agreed to assist with the table during the event. Dana noted that the MCDC table will be near other agencies to allow everyone to assist in covering.

During the February meeting, a motion was approved to purchase swag items for the event. Liz Scheffe reported the purchase of 500 cloth shopping bags with the MCDC logo and 1,000 ink pens with the MCDC name for approximately \$1,364 (exact invoice amount will be presented at the March MCDC meeting during the Treasurer's report).

Marilyn Dillon and Dana Tallon are working on an update to the MCDC flyer for the event. Final proofs will be emailed to the committee. We plan to use the OKC Print Shop to save costs.

MCDC Email

Dana Tallon reported an email from Flickr concerning the free account used by the MCDC to store our photos. The free account allows a maximum of 1,000 photos and we are nearing that limit. Flickr offers a \$50 yearly package which will allow unlimited photos.

Motion to subscribe to the \$50 yearly Flickr package by Marilyn Dillon, second by Herb Bailey. Passed unanimously.

Other New Business

Sidna Madden brought up the need for an ad-hoc committee to review the MCDC By-Laws and make recommendations for updates. One example of need was the requirement for two signatures on every MCDC check for expenses regardless of the amount. Sidna noted this can be a very cumbersome process and forces members of the Executive Committee to use a personal credit card and wait for reimbursement until we can get two people together to sign a check. Five members volunteered to serve on the ad-hoc committee: Rebecca Budd, Marilyn Dillon, Cathy Borjas, Lori Wathen, and Nedra Ruth.

Reports from Boards/Commissions

Oklahoma Public Schools – Rebecca Budd. Rebecca provided an update on the Pathway to Greatness initiative. Fifteen schools will be closed, some are elementary with low enrollment. Example given was Johnson Elementary that has a program for students with disabilities. Currently, 35 students are enrolled in that program which will be relocated to Ridgeview.

ADJOURN:

A motion to adjourn was made by Dana Tallon, seconded by Herb Bailey; the motion passed unanimously for adjournment at 9:25 am

NEXT MEETING

March 13, 2019

8:00 am

St. Luke's United Methodist Church

222 Northwest 15th St, OKC, OK

Upcoming Dates:

3-9-2019 – MCDC Strategic Planning Session (9am to 2pm Arts District Garage)

3-12-2019 – Disability Awareness Day at the State Capitol

3-13-2019 – Next MCDC Meeting