



Minutes for Meeting
Mayor's Committee on Disability Concerns
Wednesday, April 10, 2019

Members Attending:

Herb Bailey, Frank Barnes, Cathy Borjas, Rebecca Budd, Brittany David, Marilyn Dillon, Jackie Haverly, Jacob Hill, Larry Hopper, Jason Johnston, Sydney Lane, Sidna Madden, Zubayr Rahman, Nedra Ruth, Liz Scheffe, Curtis Singleton, Christina Tran, Lori Wathen, Sandi Webster, Keith Wilkinson, Ken Wyatt

Members Absent:

Dr. Henry Asin, Heather Hancock, Jeremy Moses

Members Excused:

Vera Cheek, Melanie Elliott, Scott Ellis, Vicky Golightly, Diana Hubbard, Adam Lane, Sharron Schaefer, Dana Tallon, James Timberlake, Emma Woodford

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

WELCOME & INTRODUCTIONS:

Guests:

Paul Miller, works in assistive technology with DRS – attended with Liz Scheffe

New Members:

None.

APPROVAL OF MINUTES:

Sidna Madden opened discussion of the minutes from the March 2019 meeting. Herb Bailey moved for approval, seconded by Keith Wilkinson, minutes were approved unanimously.

TREASURER'S REPORT:

Sidna Madden, Chair reported for Dana Tallon, Treasurer.

Beginning balance was \$ 7,527.96.

Income of 0.54 cents in interest. Expenses for promotional items totaling \$1,364.92.

Ending balance was \$6,163.58, 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. Working on locations for the session now, and the ability to live stream for greater attendance.

Luncheon

Report from Cathy Borjas – Committee Co-Chair. Planning continues. Committee met on 3/27/2019.

Awards Committee

Report from Marilyn Dillon, Subcommittee Chair. Updated and expanded award criteria to facilitate nominations for posting to MCDC website. Awards open through July 1, 2019.

In the process of securing the replacement plaque for the top half of the perpetual member of the year plaque (expense approved at a prior meeting).

Audit Committee

Report from Marilyn Dillon, Subcommittee Chair. Audit committee of Vera Cheek, Jackie Haverly, Dana Tallon, Cathy Borjas and Marilyn Dillon met in April and provided a clean audit report for the 2018 calendar year to Sidna Madden with no issues noted.

Marilyn will work with the Treasurer to verify that no additional IRS reporting is required due to our increase in income.

Barrier Free Design

Report from Scott Ellis, Subcommittee Chair. Scott provided his report to Marilyn Dillon prior to the meeting. Reporting for Scott, Marilyn noted that the Board of Appeals was hearing one case later in the day and Scott completed three inspections in February, one toilet and two parking lots.

Outreach

No report from Herb Bailey, Subcommittee Chair.

Emergency Response

Report from Ken Wyatt, Subcommittee Chair. Ken noted that the American Legion (motorcycle group) are talking about planning initiatives to check disaster areas for individuals in need that may be located outside the primary disaster zone (outside the yellow tape area). Frank Barnes cautioned that we don't want to take responsibility off the individual to have a disaster plan and be prepared to meet their needs in an emergency. Christina Tran and Brittany David will work with Ken to prevent duplication of work. Liz Scheffe noted that Norman has some sort of system to tag homes of individuals with disabilities. Frank Barnes was unaware of the initiative, but again cautioned against the use of disaster registries and the removal of personal responsibility for preparedness.

Membership

Report from Jason Johnston, Subcommittee Chair. Jason shared a recap of the membership subcommittee activities. New member handbook is nearly complete. Committee is finalizing a schedule/location for a social event. Options presented included Bricktown Brewery, Charleston's in Bricktown, Pepperoni Grill, and McNellie's. Following discussion, the list was narrowed to Bricktown Brewery or Charleston's. A sign-up sheet for date availability was passed around. Secretary will compile. Following that, a date will be selected, and the room reserved.

Public Relations

No report by Subcommittee Chair, Vicky Golightly.

Strategic Planning

Report by Subcommittee Chair, Larry Hopper. The strategic planning session was held on the alternate date of March 9, 2019 from 9am to 2pm. A follow-up meeting was held at noon on March 27, 2019. More information to follow. See new business for a discussion and vote on changing the subcommittee structure.

Ways and Means

No report from Subcommittee Chair, Cathy Borjas.

NEW BUSINESS:

MCDC Email

Dana Tallon was excused and did not report any new emails.

Other New Business

MCDC Mission and Purpose

Sidna held a brief discussion on the mission, purpose, and role of the MCDC. Highlights included:

- The MCDC is not an official committee of the City and we are not related to City staff

- Our name associates us with the Mayor, and by that association our activities must be monitored to ensure we are not leading people to believe the Mayor has endorsed a cause, event, or position
- We are not a political entity, we can advocate and provide assistance within reason
- We may look for specific projects or causes to assist with (i.e., Special Olympics, prom events) but all must be vetted
- We must look for ways to improve our presence. Are we being “advisory” and raising awareness?
- Larry Hopper suggested we considered sending a quarterly report to the Mayor of disability issues the committee is aware of or working on a resolution for.
- Need to complete the Boards/Commissions assignments to help us further our advisory role. MCDC must be represented to access information.

Proposed Changes to Subcommittee Structure

Larry Hopper and Sidna Madden led a brief discussion on the results of the strategic planning event. The event led to the suggestion of combining the subcommittees into four or five buckets of responsibility. A handout with the proposed four versus five structure was provided to the committee.

OPTION 1

1. Organizational Development
 - a. MCDC Leadership Succession Planning
 - b. Strategic Planning
 - c. Ways & Means/Fundraising
 - d. Audit
 - e. Finance & Administration
2. Membership
 - a. Member Handbook
 - b. New Member Orientation and Mentoring Program
 - a. Subcommittee Assignments (with Chairperson final approval)
 - c. Annual Member Social
3. Outreach
 - a. ADA Special Session/Annual CEU training
 - b. Emergency Preparedness/Emergency Response
 - c. Education and Presentations on MCDC
 - d. Barrier Free Design/Accessibility
4. Public Relations/Events
 - a. Annual Luncheon
 - b. Annual Awards
 - c. Press Releases
 - d. Social Media/Website

OPTION 2

1. Finance and Administration
 - a. Audit
 - b. Finance/IRS Reporting
 - c. PayPal Account

2. Organizational Development
 - a. MCDC Leadership Succession Planning
 - b. Strategic Planning
 - c. Ways & Means/Fundraising

3. Membership
 - a. Member Handbook
 - b. New Member Orientation and Mentoring Program
 - c. Subcommittee Assignments (with Chairperson final approval)
 - d. Annual Member Social

4. Outreach
 - a. ADA Special Session/Annual CEU training
 - b. Emergency Preparedness/Emergency Response
 - c. Education and Presentations on MCDC
 - d. Barrier Free Design/Accessibility

5. Public Relations/Events
 - a. Annual Luncheon
 - b. Annual Awards
 - c. Press Releases
 - d. Social Media/Website

Sidna noted that the subcommittee chair or co-chairs must keep their end of the deal, managing the subcommittee's members, work, projects, and deadlines; as well as holding regular subcommittee meetings. Frank Barnes noted that the bucket idea results in working groups with a clear vision of where we are going. Each of the buckets and bullets of responsibility under the bucket umbrella should have 3-5 clear goals and a vision of how to reach them. Rebecca Budd noted that we had discussed having guest speakers at each MCDC meeting to talk about issues for their agency and/or client base. During the strategic planning session, it was suggested that the speaker initiative begin with our own members taking turns with a 10-minute intro to their work on disability issues and causes.

Motion by Marilyn Dillon that the committee approve the implementation of option number 2 with the five buckets of responsibilities for the Ad-hoc By-Law Review Committee to incorporate into the upcoming By-Law changes, second by Rebecca Budd, passed unanimously.

Announcements

Sidna Madden announced that she was six months cancer free and commented on the impressive growth of the MCDC.

Sandi Webster announced that the Beeping Easter Egg Hunt will be held on April 20th from 2-4pm at 11600 N. Council. Everyone is welcome. Other members noted that the Urban League is hosting an Easter Egg Hunt on the same date. Flyers were provided to members.

Dining in the Dark is coming up on June 1st at the National Cowboy Hall of Fame and Western Heritage Museum. The event is wonderful and has a great silent auction. Table sponsorships are \$1,000 and individual tickets are \$60 each.

Reports from Boards/Commissions

Community Action Agency – Herb Bailey. Noted that funding shortages will result in cuts to the Head Start programs.

Zoo Trust – Jackie Haverly. Noted that the Zoo is currently looking at the trams and access for individuals with disabilities.

ADJOURN:

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

NEXT MEETING

May 8, 2019

8:00 am

St. Luke's United Methodist Church

222 Northwest 15th St, OKC, OK

Upcoming Dates:

5-8-2019 – Next MCDC Meeting

5-23-2019 – Second Meeting of the Ad-Hoc By-Law Review Committee

5-27-2019 – Memorial Day Holiday