**ADA Advisory Council**

**Meeting Minutes**

**October 2, 2019**

This meeting was held at 1:00pm in the first-floor conference room of the Hood Building at 200 S. President St. in Jackson, MS. Attending today’s meeting were:

1. Ms. Mary-Rodgers Beal (National Library Service for the Blind and Print Disabled)
2. Mr. Alfred Brown (LC Industries)
3. Ms. Sheletta Buckley (SCCAA Executive Director)
4. Mr. Jason Bunch (Ward 6)
5. Ms. Gwen Byrd (Ward 2)
6. Ms. Eva Clanton (Ward 2)
7. Ms. Lee Cole (Ward 2, ADA Advisory Council Chair)
8. Mr. Willie Cook (Ward 7)
9. Mr. Alfred Cotton (LC Industries)
10. Dr. Scott Crawford (Ward 7, MSCCD, Handilift Committee Chair)
11. Ms. Pam Dollar (Executive Director, MSCCD)
12. Dr. LaShawna Fant (Mississippi School for the Blind)
13. Mr. Demario Height (Transdev)
14. Mr. Willie Hicks (SCCAA)
15. Mr. Herman Hill (Transdev)
16. Mr. Mick Hintz (Committee Secretary, Ward 7)
17. Mr. Herbert Humphrey (MIB, Blinded Veterans Association)
18. Mr. Robert Lee (COJ Public Works)
19. Ms. Ollie Lester (Handilift Committee Vice Chair, Addie McBryde Rehabilitation Center for the Blind)
20. Mr. J. David Lewis (COJ DHCS)
21. Ms. Jean McKinney (Ward 4)
22. Mr. Kevin McKnight (TransDev Supervisor of Operations)
23. The Honorable Sollie Norwood (Mississippi State Senate)
24. Ms. Sheila O'Flaherty (Secretary JATRAN Fixed Route Committee, Ward 5)
25. Mr. Nicholas Ross (SCCAA)
26. Ms. LaShun Smith (JATRAN ADA coordinator)
27. Mr. Desmeon Thomas (LIFE)
28. Mr. Antonio Wright (Ward 6, MACE, ADA Committee Vice Chair)
29. Lee Williams (sign language interpreter)

**I. Call to Order**

Ms. Lee Cole called the meeting to order at 1:05pm. Members and guests introduced themselves.

**II. Approval of Minutes**

Mr. Mick Hintz read the minutes from September 4, 2019.

Several corrections were made.

Ms. Ollie Lester motioned to approve the minutes as corrected.

Mr. Antonio Wright seconded.

The minutes were approved unanimously as corrected.

We clarified the protocol for proofreading each month's minutes. Mr. Hintz will complete the minutes and then send them to Dr. Crawford for proofreading and clarifications. Dr. Crawford will then send the corrected version to Mr. Hintz and Ms. Rogers-Beal. Mr. Hintz will then forward them to all the members and Ms. Rogers-Beal will make Braille copies and print both regular-print and large-print versions for the next meeting.

**III. Public Works Report - Mr. Robert Lee**

The Northside Dr. project Is underway.

State St. north of Hartsfield St. is proceeding. Curb & gutter on the eastern edge of the street are underway. Driveways and sidewalks will be next.

Yesterday, the City Council passed their intent to sell bonds for infrastructure based on future sales tax revenue. We will be able to do more work immediately, much faster than pay-as-you-go. We currently earn just over $1 million a month from the 1% sales tax (about $13 million a year). The sale of the bonds will generate about $35 million for immediate repairs. We will NOT be spending ALL of our future revenue on the bonds. After paying for the bonds, there will still be money left each month for as-needed repairs. Interest rates are currently low, and our current infrastructure needs are large. So, it just makes sense for improvements that will last longer than the life of the bonds.

We DID get the additional Transportation Alternatives grant. That project includes sidewalks on President St. and several other streets.

The State St. paving and sidewalk project from Fortification to Woodrow Wilson has been awarded and contracts are being prepared.

The new traffic signal at the intersection of Old Canton Rd. and Lakeland Drive has been awarded and contracts are being prepared.

They will open bids next Tuesday, October 8th for the Museum to Market trail.

**IV. Presentations**

J. David Lewis, Deputy Director - DHCS

ADA Coordinator Job Description

The current Job description was created by the City of Jackson and approved in 2008. It has not been changed since it was created.

Dr. Crawford insists that the ADA Coordinator must have a budget for travel, continuing education, and clerical staff. We all agree. Things change every year due to new standards and case law. Architects, Engineers, Teachers, and Lawyers must all do Continuing Education every year. A successful ADA Coordinator touches on each of these fields. So Continuing Education is both appropriate and necessary.

We need to establish a procedure for appeals and a protocol for timely complaint resolution. The ADA Coordinator must have authority to implement ADA compliance across departments.

The ADA Coordinator must be able to observe, measure, and document existing conditions of buildings and spaces for site surveys to identify non-compliance and recommend remediation.

Mr. Hintz suggested that the ADA Coordinator should be familiar with ADAAG and PROWAG. These two items should be added to the preferred skill set.

We don't think that we can or should insist that the ADA Coordinator be a person with a disability, but if the successful candidate does have a disability, then she or he must have reasonable accommodations, especially technology. Rev. Gleese never had sufficient technology nor clerical support. While this is the legal standard for every position, it is especially vital for the ADA Coordinator.

Mr. Lewis said that the changing of job descriptions is difficult and time consuming. We may have to advertise for the position using the current Job Description, but Mr. Lewis assures us that the Department of Human and Cultural Services will take our input into consideration.

Members of this Council want to be included in the interview process. Our inclusion in the interview process is incumbent upon obtaining a qualified candidate.

Send any additional comments to him at [jdlewis@jacksonms.gov](mailto:jdlewis@jacksonms.gov) or 601-960-1537.

Ms. Sheletta Buckley, South Central Community Action Agency

The ADA Transportation Pilot Program officially began October 1st.

Service hours:

M-F 6pm-10pm

Sat 10am-10pm

Sun 12pm-6pm

Reservation hours are M-F 8am-5pm. They will require 48 hours notice. For reservations, please call 769-235-8265 or email [transportation@yoursccaa.com](mailto:transportation@yoursccaa.com)

They are beginning with service primarily within the Jackson city limits, but they are planning to do some dedicated weekend shopping routes. The service area does include the airport but please give them as much notice as possible.

Trips will cost $10 each way. An attendant/companion is an additional $5 total per round trip. They will accept credit and debit cards by using CashApp, Square, or PayPal. They also accept JMMF vouchers.

They will provide JMMF vouchers once you qualify. They are trying to streamline the process. She distributed SCCAA and JMMF application forms. They will also take applications by phone or email. Once you have applied, they will sell and distribute the vouchers.

**V. Old Business**

There were no updates by any City Departments on their Transition Plans. We will continue to expect updates from each department. The Transition Plan will remain on the agenda.

**VI. Announcements**

The next meeting of this Council is November 6, 2019 at 1pm in the Hood Building.

The Handilift Committee will meet November 20th, 2019 at 1pm in the Hood Building.

LIFE Bridging the Gap fundraiser is October 5th. Walk, roll, or stroll across the Old River Bridge in Vicksburg.

The Mississippi Coalition for Citizens with Disabilities is hosting BORN TO BE WILD Family and Friends Picnic at the Museum of Natural Science on Saturday, October 5th from 10am-2pm at the Museum of Natural Science, 2148 Riverside Drive, Jackson, MS. Tickets are $12 and includes all-day admission to the Museum.

MIB will host Wine with the Blind on Oct 21st at Bravo Italian Restaurant from 5:30-7:30pm. SCCAA is providing transportation.

The Talking Book Service is now National Library Service for the Blind and Print Disabled.

The meeting adjourned at 2:27pm.

Minutes recorded by Mr. Mick Hintz.