

ADA Meeting Minutes for March 19, 2014

Attendance: Stephanie Lyon, Valerie Gonclaves, and Missy Garvin

Meeting was open at 10:05 am. A handout of the ADA Coordinator's Role and Responsibilities was handed out and explanation was provided. Progress on the responsibilities were discussed. Updates were given to include the following:

1. The publication of names and contact information of ADA Coordinators were confirmed on the town website
- 2 The grievance policy has been written and has been submitted to the First Selectwoman for approval
3. CRMA and an area ADA Coordinator have been contacted for guidance in developing forms and policies.

A handout on the New England ADA Center Field Based Training was discussed. The town owned areas and building were verified and it was agreed that the senior center would be the focus area in the application of the field based training. Stephanie has agreed to submit an application for 2015 consideration of this training. The following tasks have been allocated; Missy will look over all past ADA related electronic correspondence given to committee and report any relevant information at the next meeting. Valerie, Stephanie, and Missy will all be taking a free web based training through the ADA national network. Stephanie will follow up with CRMA and an area ADA Coordinator.

The next meeting is scheduled for April 28th at 9:00 am. Meeting was concluded at 10:35am.