

# Disability Awareness Commission

## Minutes

Human Relations Conference Room, City Hall

August 12, 2009 3:00pm

### Call to Order

Co-chairperson Farabee called the meeting to order at 3:00 PM.

Commission members present: Patty Brooks, Peggy Carmichael, Misty Farabee, Ardell Fiedler, Nancy Johnson, Vicki Nelson, Lynda O'Connor-Ohayon, and Ted Ornas

Commission members absent: Travis Arneson,

Staff present: Carol Garry, Human Relations Assistant

Guest(s) present: Jane Hannestad, City Employment Manager, Cary Deaver, County Director of Human Resources, and Jenny Adix, County Human Resources Generalist.

### Welcome Guests

Jane Hannestad, Cary Deaver and Jenny Adix were welcomed.

### Approval of Minutes

**Fiedler moved to approve the July 15, 2009, meeting minutes; Brooks seconded. The meeting minutes were unanimously approved as presented.**

### Continuing Business

City/County Training Update – Details about the two day training were discussed. The training sessions are averaging around thirty per session; the first one on the first has 54 city employees registered. This is with just one notice going out. Hannestad will send it out again and the city HR Director will bring it up again at the director's meeting. A number of registrations are coming in from the police and library depts. The County is averaging ten to twenty per session. They are getting a good showing from the auditor's office, human services, states attorney and human resources. Deaver will encourage more participation at the next director's meeting. Hannestad reminded the group to keep to the 90 minutes scheduled and focus on customer service. Hannestad will contact CH 16 to arrange videotaping of the training for employees who can't attend.

We will have a program to hand out with the presenter and panelists listed along with "People First" brochures, and the SD Council on Developmental Disabilities brochure on disability etiquette. We will ask Ryan if we need to make copies of his power point to hand out.

Ornas, Farabee and staff will go down to the venue to check on set up. (Met with Orpheum and CH 16 staff 8/13. The panel will sit behind a table on a riser with a microphone for each panelist set on the table. The ASL interpreter will be miked. A 14' ramp will provide access to the area. A podium will be off to the side for the facilitator. Two wireless microphones will be available for the audience to be heard when they ask questions. All of the equipment will be provided [DVD player, screen, microphones.] We will need a laptop for the power point – we'll check with Ryan Green to see if he will use his own or the City's. An 8' table will be installed near the door for DAC member's

agencies information. The Orpheum will have pitchers of water and glasses on a table. The room will be set up the afternoon of 8/31 for us to check to be sure everything works. CH 16 will video tape the second session on the first day. This will allow the bugs to be worked out and still have 2 chances to tape if something goes wrong.)

We will have one table set up at the door to the training room for any agencies to have materials they would like distributed.

Fiedler will keep the presenter, facilitator and panelists on time.

#### 2009 Projects Update –

**Raised garden bed project** – Staff passed around the mailing list for the garden project letter. O’Gorman, Christian School and an Augie service group were added. Staff will send the letter out.

**Art Exhibit** –Farabee has checked with the Museum of Visual Materials on available dates and has reserved June/July for the DAC’s exhibit time. June 4<sup>th</sup> is the first Friday of the exhibit. The DTSF group has other events going on during the first Fridays in the summer and this will help gain visibility for our exhibit. Johnson, Ornas, Nelson, and Farabee will be on this committee; Johnson will chair. Contact with Deb Klebanoff should be done first to get started in the right direction with the call for art.

The City Attorney’s office will review the contract prior to signing.

Hotel Guide Update – Still waiting to be contacted by the CVB. (Brooks has been contacted on 8/13/09 and the executive director will be working on this with the committee)

### **New Business**

### **HRC Report**

No HRC meeting since the last DAC meeting – no report

### **Public Comment**

No public comment.

### **Adjournment**

Having no further business, Carmichael moved and O’Connor seconded to adjourn; the meeting adjourned at 3:55 p.m.

The next meeting is scheduled for September 16, 2009, @ 3:00pm, HRC Conference Room, First Floor, City Hall.

Minutes submitted by Carol Garry.