

## **Commission on Services for People with Disabilities Meeting Minutes**

- **Date:** 1/17/2024
- **Time:** 6:30 pm
- **Location:** EHCCC / Virtual Option available
- **Room:** 111

1. **Call to order:** Meeting called to order at 6:35 pm.
2. **Attendance:** Present: Vanessa Jenkins,, Carlos Martinez-Rivera, Gary Roy, Veronica Rosario, Krista Mangiafico  
Absent: Rachel Botts , Sunilda Caminero, Rena Berube (excused).
3. **Approval of Minutes: Nov. 14, 2023.** Veronica made a motion to approve, Carlos second the motion, all in favor of approval.
4. **Chair's Report:**
  - 2024 Schedule of meetings and attendance was submitted on time, as well as budget packet. No changes were made to budget, and it is awaiting approval from the Town Council meeting on March 2, 2024.
5. **Old Business:** Working on Accessibility award nominations. Will be introduced as a "passport" based program in which the public can grade accessibility for people with disabilities. This program will be promoted in the EH Gazette, as well as other public meetings and social media outlets. Accessible small businesses will be awarded a certificate by the commission, as well as recognition in the EH Gazette. Public will be asked for submissions to be sent to the Chair of this Committee. Businesses will be visited by commissioners, and evaluated using a rubric created by Veronica Rosario. This rubric will use a number rating system to evaluate the following:
  - a. Ease of Parking
  - b. Ramp for entry /exit
  - c. Shelf height/ aisle width
  - d. Customer service (sensitivity)
  - e. Restrooms
  - f. Cleanliness

- g. Lighting
- h. Air Quality

The guidelines for the businesses to be considered are:

- Focus based on Main St small businesses.
- Must have 10 or less employees.
- Independently owned, non- chain businesses.

Letters will be sent to businesses to acknowledge that they were nominated to the committee for this recognition. If improvements are needed, information will be provided to possible grants for funding assistance to assist with improvements.

The guidelines for the businesses to be considered are:

- Focus based on Main St small businesses.
- Must have 20 or more employees.
- Independent, non- chain businesses.

Commissioner Gary Roy will create rules for the public before submitting businesses to the committee for approval.

EH public library and Commission for People with Disabilities have Created and shared a link for Assistive Devices that can be ordered made by the library's 3D printer. East Hartford residents can access the catalog through link and order devices for free.

#### **6.New Business:**

Guest speakers for the May 2024 Commission meeting will be Mayor Connor Martin and building and zoning commission chair, John Ryan.

**7.Approval to pay clerk-** Motion to approve by Veronica Rosario, 2nd by Carlos, and approved by committee.

**8. Motion to adjourn-** Made at 7:52 pm by Veronica, 2nd by Carlos

Next Meeting will be on March 12, 2024 at 6:30 pm. Location TBA , as Town Hall may be completed. Link to be provided for virtual attendance.