



SYSTEM ACCESS AND NAVIGATION COMMITTEE

Meeting Minutes

June 18, 2024

1:00 pm-2:00 pm

Arizona Developmental Disabilities Planning Council
3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

Meeting held by teleconference

A committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened via Google Meet on June 18, 2024, notice having been duly given. Present were the following members of the System Access and Navigation Committee, guests, and staff.

Committee Members Present

Katharine Levandowsky
Vijette Saari
Kelly Roberts
Mary Slaughter (phone)

Bianca Demara

Staff and Guests

Marcella Crane
Sarah Ruf

Committee Members Absent

Janna Murrell, Chair
Kin Chung-Counts

Barbara Picone, DES
Yumi Shirai, UA/Sonoran UCEDD

A. Welcome & Introductions

Staff member Sarah Ruf welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) System Access and Navigation Committee meeting. The meeting was called to order at 1:05 pm.

B. Review of March 12, 2024, Meeting Minutes

The items for the review of the minutes was held until the end of the meeting to allow resolution of some technology issues by one member in order to gain quorum. Sarah Ruf asked committee members for a motion to accept the draft Minutes of the March 12,

2023, committee meeting. Kathy Levandowsky moved to approve the minutes; Vijette Saari seconded the motion. Motion carried unanimously.

C. Getting Started Guide Update

Sarah Ruf provided an update on the Getting Started Guide. She said a delay in sharing it had been her fault and she spoke with creator and former intern Amber Owens on a plan to share it with the community. This would be the pilot launch to obtain feedback via an online form. This idea originated from the prior System Access and Navigation Committee meeting.

Barb Picone suggested sharing the guide and its feedback form with Direct Center for Independent Living and Ability360's self-advocacy group, as well as staff who work with DDD members directly. Yumi Shirai said she could share with the Sonoran Center contacts.

Sarah thanked Barb and Yumi for the suggestions. She mentioned Care 4 the Caregivers would be another organization potentially interested in the guide

D. Creating Accessible Materials

Sarah Ruf shared about new federal guidelines regarding digital accessibility are going to be released in 2025 and that will cover government agencies like ADDPC. Sarah also said there is a need for an understanding how to request accommodations from agencies, medical offices and businesses for the public. She asked members if they supported ADDPC creating a one-page guide or video resource to walk people through the process.

Mary Slaughter said that was a good idea and suggested adding examples of accommodations, including language use and plain language. She also mentioned reaching out to independent living centers for their experience in handling accommodation requests. Ability360 has a marketing department that could assist. Mary also suggested providing some conference grant money to help organizers pay for accommodations.

Staff Marcella Crane mentioned there will be a one-year break before ADDPC releases another conference sponsorship. Current applicants that come in are required to put in funds for accommodations, and it's one of the things that gets kicked back to them if it doesn't include any funding or any narrative around how they will support that.

Yumi Shirai said the Sonoran Center created webinars around accessibility skills and plain language that could be helpful. There was one centered around healthcare advocacy around accommodations. There was also a research group creating a guide.

Committee members held further discussion around what style of plain language formatting since there are so many. ADDPC grantees could be given a checklist to help them. Medical offices could be an important place to start, including supporting providers who may not have any idea where to start or extra money to research.

E. Call to the Public

None offered.

F. Adjourn

Sarah Ruf agreed to send out a meeting invite for the next meeting. No date was chosen by the committee.

The meeting adjourned at 1:38 pm.

Dated this 18th day of March 2024
Arizona Developmental Disabilities Planning Council