

Northumberland Accessibility Advisory Committee

Minutes

Thursday March 10, 2022

555 Courthouse Road, Cobourg

By Zoom video conference - 10:00am – 11:30am

Members present: Bob Robertson (joined 10:10), Christine Bayer, Doug Bates, Hope Bergeron, Jason Ducharme (joined 10:33), Karl vom Dorff (Chair), Christina Gray, Selena Forsyth, Andrea Nicholson (staff)

Regrets: Doug Bates, Bobby-Jo Preston, Stephanie Ash

1. Approval of meeting notes from February 10, 2022

Omission – Item 1 motion. Error – Item 2 year recorded as 2021.

Moved by Selena, seconded by Christine that the minutes from February 10, 2022 be approved with the addition and correction. **Carried.**

2. Action items and follow-up from February 10, 2021

Action item 1: Andrea will update the Helping Hands Award Nomination form, send out to County Departments, post on the County's internal website and send to NAAC members. **Completed.**

Action item 2: Andrea will inquire regarding Helping Hands Award gifts. Incomplete. Andrea will inquire when the number of gifts required is known.

3. New Business

i National AccessAbility Week (May 29 – June 4, 2022)

- **Proclamation**

Andrea revised the draft proclamation based on last year's proclamation. An information sheet outlining the history of the week, any planned activities to raise awareness and Helping Hands Award recipients will be provided to the Standing Committee and Council along with the proclamation request.

- **Helping Hands Award nomination reviews**

Two nomination forms were received. One nomination included 2 employees for a total of 3 employee nominations.

Moved by Selena, and seconded by Karl, that all 3 employees nominated receive a 2022 Helping Hands Award from the Committee.

Carried

- **Helping Hands Award recognition date**

NAAC will present certificates at an upcoming NAAC meeting or on an ad hoc meeting date, prior to National AccessAbility Week. The date will be dependent on when the County's Chief Administrative Officer, nominees and their supervisors can attend.

Action item 1: Andrea will coordinate a meeting date for the 2022 Helping Hands Award Recognition meeting.

- **Awareness activities**

Andrea will meet with Communications regarding awareness information and activities and suggested promoting the County's assistive listening technology at customer service desks along with tips for communicating with people with hearing loss. No in-person activities will be planned at this time.

Other suggestions from the committee included having a guest speaker with expertise on hearing loss, video resources on how the assistive listening technology works.

- ii **Accessibility Coordinator update**

- **Assistive Listening Systems** - The 2 additional assistive listening systems with hearing loops have been installed at Provincial Offences Administration office (POA) at customer service desks facing the waiting area. All 3 customer service desks at the POA are now equipped to support customers with hearing loss.
- **Accessible Parking at County Courthouse** – an update is expected for the April meeting regarding the NAAC recommendation for an additional accessible parking spot to be added near the front entrance to the Courthouse.

4. Adjournment

The meeting was adjourned at 10:42am.

Next Meeting: April 14, 2022

Upcoming 2022 regular meetings:

- April 14, 2022
- May 12, 2022
- June 9, 2022
- September 8, 2022
- October 13, 2022
- November 10, 2022

No meetings in July, August or December