Committee discussed the following as it pertains to the Consent Decree:

- **Timeline-** March 10th, 2022

- **Ramp & Elevator 8-month deadline** (Ramp- 3/15 bids out, questions 4/9/21 10am, 4/16th 1pm deadline & opening of bids) (Elevator- estimates bids will be out end of April-beginning of May, questions/?/21, ?/?/21 deadline & opening of bids) Bids can be found on the Penn Bids site, Jon Sander assured there will be a link to this on the COW Site. ALL accessibility features must be completed by 03/10/22. Ramp plans are the plans created by Gannet Fleming, dated 2019. Jon S indicates the only chance in the plan is to use a prefabricated ramp vs on site construction to expedite the process. Jon S. will assure the COW website reflects the need for firms to bid for the access projects at City Hall.

- **Accessibility Consultant** The City has not contracted for an Accessibility Consultant at this time. Mayor assures that bids for upgrades will be awarded to contractors that utilize internal Access Consultants. Brooke Beiter will serve as the Accessibility Coordinator for City Council, she will not be a part of the joint commission.

- **Joint Committee** will remain separate from City Council’s Accessibility Commission (Mayor and Misty were not
opposed to them being included in our JC meetings) Council Pres. said it will take their Commission sometime to get ready but could see some overlap/inclusion on some of these projects. Mayor will send Misty a listing to include email address for the City’s members of the JC- Mayor Slaughter, President Allison, City Engineer Jon Sander, City Codes Joe Girardi and possible Skip Memmi as well. Will let us know which three are appointed to the JC. COW in agreement to have more than 2 reps from RTF if it is not detrimental to the progress of the group.

- Workplan- City will develop a template and email to JC by April 10th. Once approved it will be uploaded to City’s website. Jon S will create and share this.

- Monthly Report- Will be emailed to JC and uploaded to the City’s website as well as shared directly to Misty and Jay from the Mayor.

- Modifications & Updates- City will call or email the JC to communicate modifications & updates as they happen.

- Training- RVT, Fire, Police, front line staff, department heads. 2 day at minimum. No fee or schedule has been established at this time for training. Misty asked that the Mayor provide an idea of the availability of the City employees as well as a total number to be trained to better ID the cost of training. Conversations re: training included doing it at the RTF building or outside due to COVID-19. Jon S. was looking for an address for NC PA ADAPT, Misty explained the history of ADAPT and that correspondence to ADAPT be to mailed to RTF address as that is where they meet.
Complaint Process - Mayor Slaughter assured all in attendance that there is a
Reporting & Monitoring
Dispute Resolution

RAMP & ELEVATOR DEADLINE. 8 months from March 10. = NOVEMBER 10, 2021. Par II.H.

REMAINING CITY HALL ADA COMPLIANCE. 1 year from March 10. = March 10 2021. Par II.H.

RAMP: "The City shall construct and provide an accessible entrance/exit ramp for City Hall at the Fourth Street side, integrated with the building design. It shall be available for use by anyone entering or exiting City Hall, The ramp shall start at street level, and end with entry into the public entry area of City Hall.” Par. III.A. "The Parties agree that provision of the ramp is of the highest priority and that time is of the essence.” Par. III.A. To include an accessible push button door at the ramped entrance.

MONTHLY REPORTS BY CITY: "The City will provide Plaintiffs with monthly written updates on progress achieved, obstacles encountered, solutions adopted with regard to such obstacles, and any other relevant information on the ramp and elevator status set forth above.” Par. III.A. City will inform Plaintiffs of expected delays. Par. III.A. Discussed using the Work Plan to develop a proposed format/template for the reports for approval by the JC to include a process for responding and asking questions. Mayor Slaughter agreed open dialogue is critical and expected welcoming, phone calls or emails as needed.

ACCESSIBILITY CONSULTANT. City hires one for on-site review of City Hall, and a written report. Plus continuing advice on workplan. Par. I.B. NOTE: DISCUSS WITH CITY THE WHO AND HOW, AND FIT WITH THE WORKPLAN under Par. I.C. (Right to know request for credentials?) We recommend the City hire an Accessibility Consultant immediately.

JOINT COMMITTEE/WORKPLAN. Par. I.C. requires City to provide Plaintiffs and Joint Committee with written draft workplan within 1 month from March 10, or April 10 due date- Jon Sander will send the JC a draft of work plan!!!!!!! Plaintiffs have 21 days to comment. City adopts workplan within 30 days thereafter. Workplan has to be accessible on City’s website. Par. I.E. Both parties are open to all Plaintiffs, CIL Board Member (Brian Patchett) and CIL Staff (Karen Koch) attending monthly meetings unless there is a
need for a smaller group to work more cohesively or expediently— in which we will

WORKPLAN MODIFICATIONS. Are possible Par. I.D. provides procedures.

MONTHLY WORKPLAN UPDATES. Par. I.E. NOTE: AS ABOVE, IT WOULD BE GOOD TO HAVE AGREED TEMPLATE.

“CITY CONSENT DECREE COORDINATOR.” This is title of Par. IV. The paragraph also calls the person “ADA Coordinator” The person has certain qualifications. Reports to Mayor. Has sufficient staff. And coordinates with Joint Committee. Par IV. Is this Joe Girardi?

TRAINING. Staff hands-on awareness training provided by CIL NCP and ADAPT at reasonable fee AGREED UPON WITHIN 45 DAYS of March 10 = APRIL 25. If no agreement on CIL NCP / ADAPT, we and City agree on a training entity within 3 months of March 10 = June 10. Par. V. Mayor Slaughter will let Jay & Misty know how many staff and how many days needed for this training within 2 weeks for CILNCP & ADAPT to provide an estimate of the cost by 4/5/21.

COMPLAINT PROCESS. Par.VI. What exists now? How to develop? When? NOTE: THIS SEEMS LIKE SOMETHING FOR JOINT COMMITTEE TO LOOK AT, AND FOR WORKPLAN TO SCHEDULE.

REPORTING AND MONITORING. Par. VII. Review carefully. At least every 3 months, status meeting of both sides, or sooner if an urgent situation. Members of JC can communicate with ADA Coordinator, with no need for attorney involvement. Members can inspect public areas of City Hall without notice to City, and with notice you can have access to non-public areas covered in workplan.

DISPUTE RESOLUTION. Par. VIII. On disagreements, there’s a detailed process.

Joint Committee will meet the 4th Monday of every month via zoom (unless otherwise specified) from 1:15 – 2:15pm. *February’s JC will be held the 3rd Monday of the month.

– Meeting ended at 2:05pm