



ANACORTES ACCESSIBLE COMMUNITIES ADVISORY COMMITTEE

JULY 31, 2018



AGENDA

- Welcome
- ACAC Committee Formation
- ACAC Priorities
 - Processes
 - Membership
 - Meetings
 - Communications
 - Project review & implementation
 - Projects/Activities
 - ACAC Purpose
 - Projects
- Next Meeting
- Wrap-up

ACCESSIBLE COMMUNITIES ADVISORY COMMITTEE FORMATION-SKAGIT COUNTY

- Jul 3, Kirk Kennedy & Sandy Perkins presented ACAC proposal
- Wesen: “Had parents who later in life used walkers & wheelchairs and access became readily apparent to him. I’m honored to have you to help encourage this. I don’t see a problem.”
- Janicki: “It’s wonderful (what we are doing). Is there a definition of disabilities, to make it as broad as possible? How can youth be involved to help form opinions of disabled community? It’s great and appreciate Anacortes taking lead on this.”
- Dahlstedt: “This is critical to the community, people who need the support the most are limited in their ability to seek the support they need. Good to see employment and transportation are included.”

Board of Commissioners Endorse ACAC

ACAC PRIORITIES

Processes

- ACAC Committee
- Membership
- Meetings
- Communications
- Project evaluation & implementation

Projects/ Activities

- Currently proposed projects/activities
- Desired programs & activities
- What should we work on now?
- Who takes the lead on what?



ACAC PROCESSES

HOW WE OPERATE.

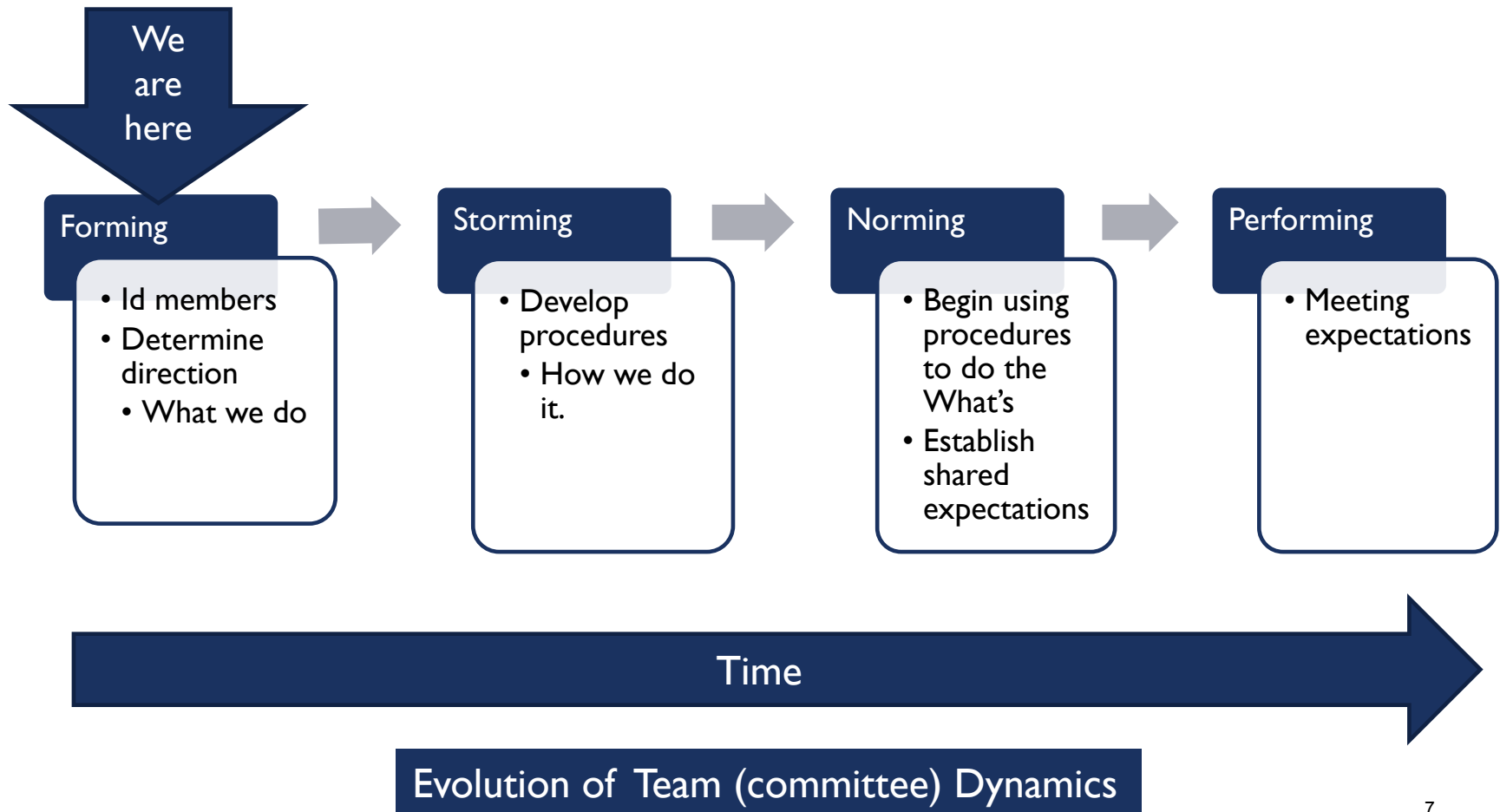


ACAC PRIORITY: PROCESSES

HOW ARE WE GOING TO OPERATE?

- ACAC Committee Formation
- ACAC Meetings
- ACAC Committee Membership
- Communications
- Project/activity evaluation & implementation

ACAC PRIORITY-PROCESSES COMMITTEE FORMATION



ACAC PROCESSES: MEMBERSHIP (INITIAL)

“Committee members include persons with a diverse range of disabilities who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication, and physical barriers encountered by persons with disabilities.” GCDE Requirement

Core Committee Membership

Eric Johnson Kirk Kennedy Sylvia Cooper Joann Olmstead Jerry Olmstead Paul Dunham Andy Arvidson Colette Arvidson Donna Erlandson	Champion Co-leader Co-leader (COA) Hearing impaired Hearing Impaired Mobility Challenged Visually impaired-blind Advocate/assistance dogs Developmental Disability	Change Agent Disability due to MS, power wheelchair user, non-driver Advocate for PWD, Committee Administrator RN, Skagit Hearing Loss Assoc., Skagit Hearing Loop Advocate Pres. Skagit Hearing Loss Assoc., Skagit Hearing Loop Advocate Wheelchair user, Skagit Transit Assoc. user Pres. Skagit/Island Counsel of the Blind, Guide Dog Users BOD VP Anacortes Lions Club, Dog-on –Call pet therapy Parent of Aktion Club member
---	---	--

Consultants

Gunnar Christiansen Joann Stewart Stephanie Hamilton Keiko McCracken Brad Windler Sally Hill Nancy Novak	COA-Public Works COA-Building & Permit Dept. Anacortes Chamber of Commerce ASD 103 Skagit Transit Auth. Anacortes Senior Activity Ctr. Skagit County Public Health Dept.	Engineering-ADA compliance: streets, sidewalks, curb cuts, etc. Building Dept.-ADA compliance residential & commercial Exec. Director, representing local businesses ASD Community Engagement Coordinator, children advocate Route planning, service for people with disabilities Center Coordinator representing senior population Developmental Disabilities Program Coordinator
---	---	---

ACAC PROCESS: MEMBERSHIP-NEEDS

- Core members
 - Documents
 - Committee Application, Disclosure Form, Volunteer Agreement
 - Missing representation by disability type?
 - Are additional resource needed?
- Consultants
 - Additional needs?
 - Fire & Police Departments
 - Housing Authority
 - Island Hospital
 - County Developmental Disabilities

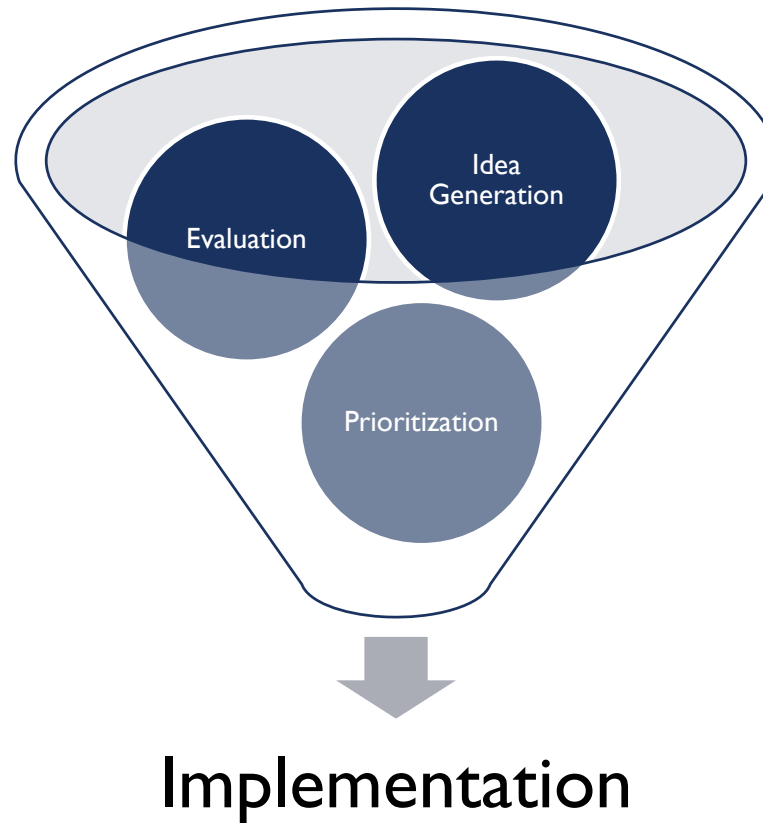
ACAC PROCESSES: MEETINGS

- Scheduled 2pm-3pm, the last Tuesday of each month
 - Hard dates for Jul 31, Oct 30 in 2018 & Jan 29, Apr 30 in 2019
 - Interim meetings may be called as needed
- Anacortes Senior Activity Center-Kitchenette
 - Accommodations for sight, hearing & mobility
 - Future-GOTO Meeting streaming sought
- Agendas, Minutes & RAILs (rolling action item list)
- Respect member's time: Start on time, End on time
- Keep discussion relevant to agenda
- Use Parking Lot for items needing further discussion or adjust agenda

ACAC PROCESS: COMMITTEE COMMUNICATIONS

- All records produced by ACAC are subject to public disclosure
 - Documents (meeting minutes, spreadsheets, presentations, etc.)
 - Communications (email)
- All records must be achieved for possible retrieval
 - ACAC Drop Box Account for documents
- Recommended email best practice
 - Create separate email account dedicated to ACAC communications
 - Gmail not required, however it will allow us to leverage other Google tools (e.g. calendar)

ACAC PROCESS: PROJECT EVALUATION & IMPLEMENTATION



ACAC PROCESS: PROJECT EVALUATION & IMPLEMENTATION

Step 1

- **Identification**
- Scoping, Quick, preliminary investigation of the project.
- Effort to narrow down project pool before Step 2.

Gate 1: Committee determines sufficient interest to move forward-assign ACAC Owner

Step 2

- **Information Collection & Evaluation**
- Detailed investigation, benefits, costs, funding, resource requirements
- Finalize Plan

Gate 2: Committee determines plan is complete

Step 3

- **Prioritization**
- 3a-Committee rates project for evaluation criteria
- 3b-Committee ranks projects in priority order

Gate 3: Committee agrees on priority

Step 4

- **Obtain funding**
- Explore potential funding sources
- Submit Application(s) (ACAC funding requires ACAC Steering Committee Approval)

Gate 4: Approved funding

Step 5

- **Implement Plan**
- Assign/obtain resources
- Monitor performance

Gate 5: Fully implemented program. Disband implementation team.

ACAC PROCESS: PROJECT EVALUATION & IMPLEMENTATION

Accessible Community Act Project Plan (Step 2)

Project Description: (Description here)	
Benefits:	(An outline of what the benefits are to the state, county, individuals or stakeholders.)
Objectives:	(The specific objectives for the project.)
Deliverables:	(What you will be delivering at the end of the project?)
Success Criteria:	(How you will measure the success of the project/)
Resources Required:	(e.g., estimated staff/member time, to do what: information: specialized skills: authority: facilities: funds.)
Potential Partners:	(What entities would join in achieving this project: What could they contribute to its success; What is the plan for outreach/recruitment: Does the plan identify who is responsible for each partner targeted for recruitment and what is the ask from that partner?)
Potential Concerns	(What stakeholders may have concerns with this project: What do we anticipate those concerns to be: Does this project need an outreach and mitigation plan, if so what is that plan and who is responsible?)
Project Group Members:	(List Members and affiliations)
Outside Partner Representatives:	(List Partners and affiliations)

ACAC PROCESS: PROJECT LISTING

	Project A	Project B	Project C	Project D
Project				
Date Received				
Requestor				
ACAC Owner				
Funding Request Amount (\$)				
Stage (1,2,3,4 or 5)				
ACAC Steering Committee Approval				
Submit Funding Request				
Funding Approved/Denied				

ACAC PROCESS: PROJECT EVALUATION & IMPLEMENTATION

Prioritization-Rate Projects (Step 3a)

Projects	Evaluation Criteria			
	Benefit	Cost	Timing	Ease of Implementation
Project A	4	3	2	3
Project B	5	2	3	2
Project C	2	5	5	5

Ratings

- 5 = Best
- 4 =
- 3 = Average
- 2 =
- 1 = Worst/Least

ACAC PROCESS: PROJECT EVALUATION & IMPLEMENTATION

Prioritization-Rank Projects (3b)

Projects	Benefit	Cost	Time to Implement	Ease of Implementation	Total
Weighting	40	20	20	20	100
Project A	4	3	2	3	12
Project B	5	2	3	2	12
Project C	2	5	5	5	17
Scoring					Total
Project A	160	60	40	60	320
Project B	200	40	60	40	340
Project C	80	100	50	100	330



ACAC PROJECTS & ACTIVITIES

WHAT WE DO.



ACAC PROJECTS & ACTIVITIES: WHAT WE DO.

Promote disability awareness and access for people who have disabilities.

GCDE Requirements:

The committee will be actively involved in the following activities:

1. Advising the needs of persons with disabilities in emergency plans;
2. Advising the county and other local governments within the county on access to programs services and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement;
3. Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement, employment and access for persons with disabilities within the community.

These GCDE Requirements Should Drive What we Do

ACAC PROJECTS & ACTIVITIES: PLAN OUR WORK & WORK OUR PLAN

Objective Driven Planning

- Objective 1: Advise needs of persons with disabilities in emergency plans
 - Goal 1: Assemble Best Practices for serving people with disabilities and elderly during emergencies.
 - Action 1.1.1 Who, does what, when
 - Goal 2: Engage with local first responders by xx date.
 - Action 1.2.1: Who does what, when?
 - Goal 3: Identify who to consider vulnerable in an emergency
 - Action 1.3.1: Who, does what, when?

Top Down Approach to Managing Committee Actions

ACAC PROJECTS & ACTIVITIES: CURRENT LISTING

- ACT Theater stage accessibility
- Automatic Restroom doors @ City Hall
- Brodniak Hearing Loop
- Website for Anacortes residents & visitors w/ disabilities
- Sidewalk/ Curb cut input
- Access Anacortes Program
- Improve ability to cross So. Commercial

Projects & Activities Should Support Objectives & Goals

ACAC PROJECTS & ACTIVITIES: OTHER CONSIDERATIONS

- Emergency preparedness for PWDs and elderly
- Transportation (What is the problem(s) requiring resolution?)
- Housing (What is the problem(s) requiring resolution?)
- Employment (What is the problem(s) requiring resolution?)
- Others?

NEXT MEETING

- Possible Topics
 - Discuss projects
 - List projects & activities to include in Review Process
 - To get started, do we want to agree on an existing project to take through Steps 1-5?
 - Discuss objectives and associated goals & action items
- When should we meet next?
 - Next quarterly meeting scheduled for October
 - Since we are just starting, more frequent meetings may facilitate a quicker launch,
 - Last Tuesday in August is 28th.

WRAP-UP

- What worked in today's meeting?
- What could be improve upon?
- Questions?
- Comments?