

Attendance:

Chukwuka Ezewuzie: Subcommittee Chairperson
Amanda Belles
Marilyn Andrews
Nichole Mossalam (brief periods for technical support)

Meeting called to order at 6:48 p.m. by Chukwuka.

1. Communication Policy: Establishment of a dedicated telephone line/extension in the Malden City communication system for Disability services.

Chuks did the research for this agenda item. He spoke with Ron Cochran, Communication Director for the City of Malden. They discussed the following:

- a. Extension for Disability Services from the City of Malden's phone number (781) 397-7000 where there would be either a voice message option or a person to speak with.
- b. City Number 311: This may be cued into 311
- c. Disability Commission will make the decision who will handle the voice messages for this dedicated line.
- d. Once this is approved, this information can be placed on the City's website.
- e. There will need to be training for person(s) taking these messages.

Other items:

- Chukwuka will follow up with Ron Cochran to see if Malden residents can access 311 from another city/town. Is this (311) inclusive to the City of Malden?
- Chukwuka made a recommendation to bring this item to the full Disability Commission.

1. Discussion: Subcommittee's role in bringing agenda items to full Disability Commission.

- Chukwuka expressed that the subcommittee need to review the Commission By-Laws for the role of each member of the subcommittee. For example, can the Disability Commission chairperson make a Motion or vote on a Motion? Nichole Mossalam joined the meeting at 7:15-7:20. Nichole explained that the subcommittee makes the recommendations and the full Disability Commission takes the vote. Since Chukwuka is facilitating the subcommittee meeting, he cannot make a Motion. The By-Laws don't govern the subcommittees. The subcommittee follows Robert's Rules of Orders.

2. Inclusivity Policy: Establishment of a Disability Services Office in the City Hall for Persons with Disabilities who live or work in the City of Malden.

Chukwuka explained this agenda item. He shared that the City should look at a way to provide person(s) with a disability a place to be able to approach the City, as an individual, to come to the City & receive certain services to be more productive both at work and at home.

Chukwuka would like to see an office that employs one person to be in charge of disability services. This would be someone that a constituent can come to the office to receive assistance. It was suggested to speak to Maria Luise who is the ADA Compliance Officer. Chukwuka would like to see this person work under the supervision of the Disability Commission and give updates to City and to the Mayor.

Chukwuka will follow up with Maria Luise and report back to the full Commission.

3. Accessibility Policy: Establishment of access room in Malden Public Library for Persons with Visual Impairment.

Chukwuka spoke with the Malden Public Library Director and reported the following.

- a. Malden Public Library does not have small rooms and there are no reading machines.
- b. Persons with Visual Impairments have some problems with the adaptive equipment.
- c. The Director suggested buying a cart with all the appropriate equipment for those with Visual Impairments and designate one room for this purpose.
- d. Equipment includes
 - Scanner to scan documents & it can read the content of the book to the person.
 - Laptop with screen reader
 - Braille printer and paper.
 - Headphones
- e. Funding for this agenda item can be discussed with the Malden Public Library Director.
- f. It was suggested that the library director be invited to the March Commission meeting to discuss this agenda item further.

Meeting Adjourned @ 7:50 p.m. by Chukwuka

Respectfully submitted,

Marilyn R. Andrews