

MINUTES

1. Call to Order

Chair Simukonda called the meeting to order at 11:04 a.m.

2. Roll Call

NOTE: One or more Commission members may be in attendance through other technological means.

PRESENT:

ABSENT:

CHAIR SIMUKONDA
COMMISSIONER BECKER
COMMISSIONER DORMAN
COMMISSIONER EISENBERG (arrived at 12:04 p.m.)
COMMISSIONER PURRINGTON
COMMISSIONER RANDALL

3. Recommended Protocol for Members and Other Participants

All commissioners should have their microphones on mute to keep the background noise out of the chat room. The chair of the meeting should ensure everyone has an opportunity to speak if they would like. Commissioners should use the chat function to inform the Chair they would like to make a statement and the Chair will announce the Commissioners to speak in the order they appear in the chat.

4. OPEN CALL TO THE PUBLIC

Open Call to the Public enables the public to address the Commission about an item that is not on the prepared agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed. Please limit your remarks to three minutes per item to allow everyone an opportunity to speak.

None

5. DISCUSSION ITEMS

- A. **Discussion and Possible Action for Letters of Support for Roll-Up Gates** - Truman Shoaff, High Country Adaptive Sports

Postponed for a later meeting.

- B. **ADA Coordinator Discussion** - Kori Vogt, Human Resources/Risk Management Director

Human Resources and Risk Management Director Kori Vogt introduced herself and expressed gratitude for the warm welcome and enthusiasm for supporting the commission, providing information, and assisting wherever needed. She emphasized a readiness to help and engage with ongoing ADA-related issues. Commissioner Randall sought clarification about Ms. Vogt's role as ADA Coordinator

for the city. Ms. Vogt clarified that while the risk manager position remains vacant, she is serving as the ADA compliance officer during this transitional period.

There was some discussion about the historical context of the ADA compliance officer role. Ms. Vogt explained that since the previous risk manager and ADA compliance officer, left, responsibilities have been shared between her and the Risk Management Specialist. Ms. Vogt acknowledged that part of her role involves ensuring continuity and proper guidance during this transition, while also preparing to bring a future risk manager up to speed once that position is filled. Commissioner Randall stressed the importance of having a knowledgeable ADA compliance officer who is fully aware of the city's obligations under the 2004 Department of Justice settlement, highlighting the need for both historical understanding and proactive management of ADA compliance issues. Ms. Vogt responded that she would research the settlement to ensure compliance and emphasized that training and structured knowledge transfer would be part of the onboarding process for the eventual risk manager.

Commissioner Purrington raised concerns about public awareness during this transition, suggesting that the city's website include a clear statement indicating who can be contacted for ADA-related concerns. She noted that currently the only ADA-related content is a single civil rights video buried under Court Services, making it difficult for the public to access. Ms. Vogt and Ms. Saltzburg acknowledged this and agreed to involve the city's communications team to provide clarity and visibility for the public. They also discussed website accessibility improvements and the implementation of reporting tools, noting that while contracts had been signed, full deployment was still underway.

Commissioners emphasized the importance of meeting the future risk manager to convey the commission's expectations and priorities regarding ADA compliance. Ms. Vogt confirmed that, as the hiring manager for the risk manager position, she would ensure the job description reflects the need for ADA expertise and would work to integrate training and guidance from multiple levels within Human Resources, Risk Management, and executive leadership.

C. Discussion of Accessibility Expeditions for City Facilities - Scott Overton, Public Works Director and Jennifer Brown, Facilities and Fleet Section Director

Ms. Saltzburg introduced Jen Brown, the Facilities and Fleet Section Director, who was invited to participate because of the close connection between expeditions and city facilities. Questions were raised about whether expeditions conducted by private citizens might include non-public city spaces. Commissioner Randall noted that while he personally believed non-public employee areas should be considered for accessibility, no final decision had been made. Staff clarified that accessing non-public areas would likely fall under formal audits rather than expeditions and suggested that this distinction should be revisited during future planning discussions.

The conversation then focused on clarifying the difference between expeditions and audits. Expeditions were described as informal, experiential activities involving a diverse group of people with different disabilities who visit spaces together, observe accessibility and universal design features, and share feedback in a collaborative, educational way. Audits, by contrast, were described as more formal and structured evaluations that use ADA guidelines to assess legal compliance and provide written findings to organizations. While audits are typically conducted by smaller, trained groups, they can vary in formality depending on the goals.

Ms. Brown expressed support for expeditions, emphasizing their value in helping facilities staff and technicians experience buildings from different perspectives. She committed to involving facilities crews and reiterated the city's focus on accessibility during remodels, especially in older buildings, with current projects like the City Hall restroom renovations being designed to meet modern standards and improve livability, not just minimum compliance.

As the discussion continued, several commissioners raised concerns about scope and process. Commissioner Purrington emphasized that while expeditions and audits are valuable, the Commission's primary role is to hear from the public and make formal recommendations to the city, rather than directly conducting activities without clear authorization. She noted that previous informal

working group updates had been limited and that the Commission needed a more complete picture before deciding how to proceed. Commissioner Dorman echoed this concern, expressing confusion about whether expeditions and audits were being proposed as Commission actions or independent efforts, and emphasized the need for clear recommendations and approval pathways.

Staff and commissioners generally agreed that moving forward would require formal action by the Commission to define its role, clarify distinctions between expeditions and audits, and outline how collaboration with the city should occur. There was recognition that expeditions conducted by private citizen groups do not require Commission approval, while audits and activities tied to city facilities likely do. The idea of focusing more on systems, processes, and standards, rather than case-by-case involvement, was also raised as a way to ensure accessibility is consistently addressed across city operations.

Commissioner Purrington clarified her dual role as a commissioner and as executive director of a nonprofit focused on universal design and accessibility audits. She explained that she has developed training materials and systems to support consistent, high-quality audits and remains a resource for both the Commission and community members, separate from her role on the Commission. Commissioners expressed appreciation for her work and interest in participating in her training.

The discussion concluded with agreement that this topic should return as a formal agenda item where the commission would clearly outline the distinctions between expeditions and audits and the Commission's intended role, with the goal of finalizing and potentially forwarding recommendations to City Council in the coming months.

6. LIAISON REPORTS/UPDATES

A. Update from Council Liaison - Mayor Daggett

None

B. Transportation Liaison - LaReina Reyes - Mountain Line

Commissioner Randall shared that the WAV Committee continues to work on developing a way to provide on-demand wheelchair-accessible vehicle transportation in Flagstaff. The process has been lengthy and challenging, but progress is still being made. It was noted that the WAV Committee operates as a subcommittee of the Mobility Planning Council, and that community members are welcome to attend Mobility Planning Council meetings to follow and engage with this work.

C. Update from Youth Liaisons

- Joseph Spence - NACoPTT
- Alida Pfeil

None

D. Update from Sidewalk Liaison - Jamie Martinez

Chair Simukonda shared that code compliance would like people to use the website to report concerns. Commissioner Randall requested that Code Compliance Manager Reggie Eccelston attend a future meeting to clarify code enforcement practices. There has been conflicting information previously received, with the city manager indicating that sidewalk ordinances are enforced, while a code compliance officer later stated that enforcement does not occur. He would like clear, authoritative clarification on this issue.

E. Update from Parking Liaison - Rachael Simukonda

Chair Simukonda shared that she continues to work With Chief Connolly on the establishment of a cross cultural committee.

7. Information Items To/From Inclusion and Adaptive Living Commission Members and Staff Liaison

Commissioner Randall asked about progress on whether city facilities might accept Renew Active, a Medicare Advantage wellness benefit. Accepting Renew Active would significantly increase access to city facilities for many older adults and people with disabilities in the community. Ms. Saltzburg explained that the contract was currently under negotiation with United Healthcare.

Commissioner Purrington asked whether City Council had discussed the letter the Commission submitted in September regarding Therapeutic Recreation and requested any updates from those discussions. She also shared that students involved in a related project would be submitting their rankings of agencies they wish to work with and that Chair Simukonda would soon be introduced to the students assigned to create a celebratory project. The students are expected to attend the next meeting to better understand the Commission's work.

There was brief discussion of past accessibility-related award ceremonies held at City Hall before the pandemic, with interest expressed in revisiting similar recognition efforts. Lastly, Commissioner Randall raised concerns about the accessibility of city services based on hours of operation, particularly limited weekend availability, and suggested inviting Parks and Recreation staff to a future meeting to discuss how expanding hours could improve accessibility.

8. Agenda Items for Next Meeting (February 26, 2025)**9. Adjournment**

The Commission on Inclusion and Adaptive Living meeting adjourned at 12:32 p.m.