

## MINUTES

### 1. Call to Order

Chair Simukonda called the meeting to order 11:08 a.m.

### 2. Roll Call

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

PRESENT:

CHAIR SIMUKONDA  
COMMISSIONER BECKER  
COMMISSIONER DORMAN  
COMMISSIONER EISENBERG  
COMMISSIONER PURRINGTON  
COMMISSIONER RANDALL

ABSENT:

COMMISSIONER DOPSON

### 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. Update from Vice-Chair Purrington

Vice Chair Purrington announced her resignation from the Commission because she has taken a new job in Connecticut.

The commission expressed both disappointment at her departure and support for her new opportunity. She clarified that she will be living in the New London, Connecticut area and will be working at Connecticut College, a small liberal arts institution. In her new role, she will focus on making artificial intelligence more accessible and promoting inclusive pedagogy related to AI across the campus and within the Connecticut college system. While she will no longer serve officially, she emphasized that she will remain available informally and continue partnering with NAU on teaching

and learning projects.

Commission members and city representatives shared appreciation for Susan's expertise, particularly her knowledge of ADA rules and accessibility, noting that her contributions will be greatly missed. Several individuals spoke personally about the impact she has had on them and the community, describing her service as meaningful and deeply valued.

Vice Chair Purrington described the decision to leave as bittersweet, noting the professional excitement of her new role, the shift from faculty to staff work, and the benefits of focusing on workshops without grading responsibilities. She also shared hopes for finding strong special education programs for her children similar to those in Flagstaff.

## 6. **ACTION ITEMS**

### A. **Discussion and Possible Action Regarding Accessibility Expeditions and Audits - Recommendation of Support for Barrier Free Flagstaff Expeditions**

Commissioner Randall shared that the Barrier Free Flagstaff (BFF) initiative is progressing well. Its mission is to promote accessibility and inclusivity across the community through accessibility expeditions, which assess public spaces and educate staff on universal design.

One recent expedition took place at Joe C. Montoya Senior Center and Thorpe Park, where participants observed strong accessibility overall, with minor improvements suggested for the parking lot and certain sidewalks. The group also reflected on past successes, like upgrades to the City Park playground, highlighting how universal design creates inclusive spaces for all users.

BFF has engaged city officials including Chief Connolly, Sheriff Axlund, and the detention center director, exploring accessibility in less traditional spaces, emphasizing that ADA rights extend to all individuals, including those incarcerated. Legal guidance has been provided by Jason Sneed from the Developmental Disabilities Planning Council.

An upcoming expedition is planned for July 25, 2025, at City Hall and the Public Library, coinciding with the 35th anniversary of the ADA. Reports from each expedition are shared with the respective facilities to inform improvements, with the ultimate goal of educating staff and embedding universal design principles, rather than simply conducting audits.

Downtown accessibility challenges were noted due to historic building restrictions, but it was important to educate and collaborate with business owners to implement feasible improvements. Ideas for high-visibility events downtown were discussed to raise public awareness and engage the community.

The request was to have a letter sent to City Council from the Commission stating their support for the efforts of BFF. Vice Chair Purrington requested edits to ensure the language referred broadly to the entire community rather than only city facilities.

**Moved by** Russell Randall, **seconded by** Rachael Simukonda to send the letter to the City Council with the requested edits.

**Vote:** 6 - 0 - Unanimously

### B. **Continued Discussion and Possible Action:** Transition Plan and City staff training

The commission discussed the next steps for developing a city ADA transition plan and related staff training. Vice Chair Purrington has offered to continue supporting this virtually, with assistance from local team members in person. A letter regarding the transition plan, originally sent in April, will be resent to Council with the goal of discussing it at a City Council meeting in September after the council's summer break.

It was noted that the city currently does not have an ADA transition plan in place, despite requirements following the 2010 ADA amendments. It was important to establish a plan to guide accessibility improvements across city facilities and to demonstrate commitment to ADA compliance. The transition plan committee should include community members with varying disabilities, rather than relying solely on city staff.

It was recommended to connect with experts, such as Dr. Sandy Heath at NAU, who have experience implementing transition plans in similarly sized cities. The city has recently hired a new Risk Manager and is in the process of onboarding a new HR director. These new staff will play key roles in coordinating the transition plan, with the first step being the appointment of an ADA coordinator to lead efforts.

The commission agreed to wait until the new staff are settled before engaging them in meetings and training, with plans to involve them around the October Commission meeting. Overall, the focus remains on education, collaboration, and structured planning to ensure compliance and inclusive practices.

**Moved by** Rachael Simukonda, **seconded by** Susan Purrington to continue to pursue a city ADA transition plan.

**Vote:** 6 - 0 - Unanimously

C. **Discussion and Possible Action:** Commission meeting of July 23, 2025

Ms. Saltzburg explained that there were scheduling conflicts for the regular July meeting. The commission discussed alternative dates and determined that the July meeting would be held on July 16 at 11:30.

**Moved by** Russell Randall, **seconded by** Keith Becker to change the date of the July 23 meeting to July 16 at 11:30 a.m.

**Vote:** 6 - 0 - Unanimously

7. **LIAISON REPORTS/UPDATES**

A. Update from Council Liaison - Mayor Daggett

Mayor Daggett shared that she liked the idea of the staff training and suggested that there may be a way to incorporate it into the city's online training portal.

B. Transportation Liaison - LaReina Reyes - Mountain Line

Ms. Reyes announced Mountain Line's largest fixed-route service expansion, set to roll out on July 27, 2025, including new service along the Woody Mountain corridor. The expansion will also extend paratransit services and hours to align with the fixed-route schedule. Some areas along the West Route 66 corridor, particularly the south side, will see stops added later in the fall due to infrastructure needs and coordination with local partners.

She also reported that the Coordinated Mobility Council will meet on August 22, 2025, the fourth Friday of the month, from 10 a.m. to noon, with information and invitations available upon request.

Lastly she confirmed that the Downtown Connection Center is now open, with the grand opening scheduled for August 6, 2025. Future development for the civic space (Phase 2) is in the planning stages and will involve the Army Corps of Engineers and Rio de Flag management, with construction expected within the next few years, though no definitive dates are currently set.

C. Update from Youth Liaison - Joseph Spence & Alida Pfeil

It was reported that NACoPT is on summer break and updates would resume in the fall.

**D. Update from Sidewalk Liaison - Jamie Martinez**

None

**E. Update from Parking Liaison - Rachael Simukonda**

Chair Simukonda shared that Chief Connolly is forming a Cross-Ability Commission to focus on ADA compliance and interactions with people with disabilities. The commission will meet quarterly, plan at least one event per year, and serve as a core group called upon by the chief in case of major incidents to debrief and learn from experiences. Applications are being accepted, with a target of 15 members. Interested individuals, including students and community members with disabilities, are encouraged to apply. The first meeting is planned for mid-July.

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

None

**9. Adjournment**

The Commission on Inclusion and Adaptive Living meeting adjourned at 12:19 p.m.

**SPECIAL PLANNING MEETING**

Chair Simukonda called the Special Planning Meeting to order at 12:50 p.m.

**A. Discuss and set objectives for the upcoming year.**

The commission engaged in a robust discussion regarding their upcoming priorities.

**Therapeutic Recreation:**

- Discussed the lack of recreational therapy in Flagstaff and the need to address it.
- Proposal to invite Truman, a student graduating with a therapeutic recreation degree, to join the Commission as a liaison.
- Emphasis on seeking grants for projects like workout stations in parks.

**NACOPT Job Fair:**

- Discussion on the importance of the job fair and the Commission's potential role in supporting it.
- Suggestion to create a banner and brochures for the Commission to use at the job fair.

**City Staff Self-Disclosure of Disability:**

- Concern about the low percentage of city staff disclosing disabilities.
- Proposal to investigate and address potential impediments in employment and hiring practices.

**Barrier-Free Flagstaff (BFF):**

- Discussion on the process of reporting and addressing accessibility issues.
- Proposal to involve the Commission in reviewing BFF reports and making recommendations to the council.

**City ADA Transition Plan:**

- Plan to work with the new ADA coordinator and HR director to establish an ADA transition plan.

- Emphasis on involving city leadership and staff in the process.

**Regional Plan 2045:**

- Importance of including accessibility and inclusion in the regional plan.
- Proposal to invite Sarah, the long-range planner, to a future meeting to discuss the plan.

**Code Compliance and Snow Removal:**

- Discussion on the challenges of code compliance and snow removal enforcement.
- Proposal to seek clarity on the process and responsibilities from the mayor and community development director.

**City Site Operating Hours:**

- Discussion on the operating hours of city facilities like Hal Jensen.
- Proposal to consider a collaborative grant to extend operating hours.

**Accessible Websites:**

- Ongoing audit of city websites for accessibility compliance.
- Plan to report findings and implementation plans in early fall.

**Final Outcomes:****Top Priorities Identified:**

- ADA Transition Plan
- Regional Plan 2045
- Code Compliance and Snow Removal
- Therapeutic Recreation

The Commission on Inclusion and Adaptive Living Special Planning Meeting adjourned at 2:54 p.m.