

MINUTES

1. Call to Order

Chair Simukonda called the meeting to order 11:21 a.m.

2. Roll Call

NOTE: One or more Commission Members may be in attendance telephonically or by other technological means.

Present: Chair Rachael Simukonda
Commissioner Keith Becker
Commissioner James Martinez
Commissioner Caitlin Peterson

Absent: Commissioner Sarah Dorman
Commissioner Ashanay Earl
Commissioner Paige Filipek

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.

Alida Pfiel spoke about the City's curbside management plan, an accessibility-focused effort led by Park Flag in partnership with the consulting firm Dixon Resources Unlimited to study parking availability, turnover, and utilization in the downtown area. She reported that the City Council had specifically called for the Commission's involvement in the plan and for its incorporation into the ADA transition plan, and noted that a related briefing for commissioners and interested community groups had been scheduled.

5. Approval of Minutes

- A. Consideration and Approval of Prior Minutes:** Commission on Inclusion and Adaptive Living minutes of April 24, 2024, May 22, 2024, July 3, 2024, July 24, 2024, August 9, 2024, August 28, 2024, September 25, 2024, October 23, 2024, November 27, 2024, December 18, 2024, January 22, 2025, February 26, 2025, March 26, 2025, April 23, 2025, May 28, 2025, June 25, 2025, July 16, 2025, August 27, 2025, April 22, 2026, and May 28, 2026.

Moved by Chair Rachael Simukonda, **seconded by** Commissioner Caitlin Peterson to approve the meeting minutes of April 24, 2024, May 22, 2024, July 3, 2024, July 24, 2024, August 9, 2024, August 28, 2024, September 25, 2024, October 23, 2024, November 27, 2024, December 18, 2024, January 22, 2025, February 26, 2025, March 26, 2025, April 23, 2025, May 28, 2025, June 25, 2025, July 16, 2025, August 27, 2025, April 22, 2026, and May 28, 2026.

Vote: 4 - 0 - Unanimously

6. Discussion Items

A. Continued discussion and direction on Commission and meeting structures

Stephen Babcock, the newly appointed chair of the Northern Arizona Community of Practice Team urged the Commission to retain its liaison positions, warning that eliminating them would remove an important channel of advocacy and information for people with disabilities and would run counter to the broader shift toward “employment first” policy in the disability-services field.

Chair Simukonda clarified that the intent discussed in May was never to eliminate liaisons, but to move liaison updates into the public-participation portion of the agenda so that the Commission's growing discussion agenda could be managed within its meeting time; any liaison item that needed fuller discussion could still be placed on a future agenda at the Commission's discretion.

Ms. Saltzburg noted that expanding participation beyond the seven council-appointed members can blur lines of authority within a commission. Commissioners Martinez and Peterson both spoke in support of the change, citing time-management concerns and a desire for consistency with other City commissions, none of which currently maintain separate liaison time. Commissioner Becker expressed his preference to keep the liaison structure as it was to provide greater advocacy, education, and information sharing.

Following discussion, Ms. Saltzburg was directed to remove the liaison updates from the formal agenda for a six-month trial basis to be revisited in January 2027. All updates or information sharing should occur during Open Call to the Public at the beginning of the meeting and any comments related to agenda items will be taken at the time the items are discussed.

B. City Compliance Plan Update

Risk Manager Aaron Kaminski provided an update on the City's ADA compliance and transition plan. He explained that the City has never had a compliant ADA transition plan, despite the requirement dating to 1974, and that rather than draft a separate compliance plan, staff intend to move directly to a full transition plan.

He shared a draft outline of roughly thirteen sections, including an executive summary, an ADA policy statement, ADA coordinator contact information, a public-involvement process, a self-evaluation methodology built around a roughly 98-page facility checklist, a grievance process and online submission form, a prioritization schedule, a timeline, and cost estimates and funding strategies; he invited commissioners to suggest additional sections and to comment on prioritization.

Commissioners discussed prioritizing higher-traffic facilities such as the libraries, City Hall, and the Aquaplex and other recreation facilities ahead of lower-traffic buildings such as maintenance yards and storage sheds, while still addressing accommodation needs for employees in those locations.

Commissioner Becker raised accessibility concerns about a downtown crosswalk button that is difficult to reach, which staff agreed to forward to the City's code compliance office.

Mr. Kaminski also discussed staff training: a four-day, in-person training led by the organization Welcomed Here is being planned for the fall, at a suggested donation of \$250 per participant, with the fourth day devoted to universal design.

LaReina Reyes asked how outside-agency collaboration would be reflected in the plan. Mr.

Kaminski stated that public involvement (section four of the outline) is intended to capture that collaboration and proposed meetings with Mountain Line and Metro Plan to incorporate mapping and safe-streets work already completed for the City. Ms. Reyes also indicated she would research whether Section 5310 mobility-management grant funding, which typically opens in January, might support the effort.

The discussion broadened to housing and building accessibility: Mayor Daggett noted that the City has limited authority over accessibility in private development, but that redevelopment of public housing offers an opportunity for Commission input, and commissioners discussed the shortage of accessible, affordable housing locally, referencing the Community of Practice Transition Team's prior conversation with City housing planner Sullivan Moore and the accessibility and inclusion emphasis found throughout the transportation chapter of the draft Regional Plan 2045.

Commissioners also discussed the difficulty of retrofitting older, often historically registered, downtown buildings, noting that ADA requirements generally apply only when a remodel occurs, and were reminded that the Commission previously sent a letter of support to the City Council on behalf of Barrier Free Flagstaff, a community group that conducts voluntary accessibility outreach to private businesses.

C. Followup discussion from May's facilitated meeting

The Commission returned to the framework introduced by facilitator Jeff Kennedy at the May meeting, working through the remaining discussion prompts with input from commissioners, liaisons, and staff.

On educational opportunities, participants identified the planned self-evaluation training as a near-term priority and agreed that increasing educational opportunities for youth and young adults with disabilities should remain a core Commission goal.

On access to housing, buildings, and transportation, commissioners again pointed to the shortage of accessible low-income housing, the physical inaccessibility of many downtown storefronts and restaurants, and downtown parking constraints, while noting that the City's transportation planning, including Safe Streets audits and mapping already underway with Mountain Line and Metro Plan, is comparatively strong.

On hiring and rehabilitation opportunities, commissioners cited a need for more virtual and hybrid employment options and observed that both employment and rehabilitative services remain limited, with education again identified as a way to reduce those barriers, including through self-advocacy training for people with developmental disabilities.

When asked where a single year of progress would matter most, commissioners agreed that advancing the ADA transition plan, with its embedded training and education components, should be the Commission's top priority.

In the share-out portion of the discussion, commissioners reflected that cooperation, active listening, and recognizing different communication styles were the most valuable lessons carried over from the facilitated session. Commissioners discussed how education spreads beyond the Commission itself, sharing examples of family members who have learned to advocate alongside a person with a disability in everyday interactions, and noted that true inclusion means integrated, not merely separate, access, citing the City library and the historic Orpheum Theater as local examples of accessible design done well. It was noted that website and other technological accessibility should be considered alongside physical accessibility as the Commission continues the conversation.

7. Action Items

A. Appointment of Commission Chair and Vice Chair

The Commission then discussed the Vice Chair position: Commissioner Martinez nominated Chair Simukonda, citing their long history of working well together, while Commissioner Becker also expressed interest in serving in order to gain committee leadership experience. It was suggested that given the number of commissioners absent and the interest expressed by more than one member, the Commission table the decision to the next meeting.

Moved by Commissioner Keith Becker, **seconded by** Commissioner Caitlin Peterson to appoint James Martinez as Commission Chair.

Vote: 4 - 0 - Unanimously

Moved by Chair Rachael Simukonda, **seconded by** Commissioner James Martinez to table the appointment of the Vice Chair to the next regular meeting in July.

Vote: 3 - 1

NAY: Commissioner Keith Becker

8. Liaison Reports/Updates

A. Update from Council Liaison - Mayor Daggett

None

B. Mountain Line Update

Ms. Reyes reported that Mountain Line remains on track for August 2 service changes, including an extension of Route 8 west along Woody Mountain Road, McAllister Ranch Road, and Alvin Clark Road to Route 66, which will also extend paratransit coverage in that area; she noted continued availability of individualized travel training and an upcoming Coordinated Mobility Council meeting on August 7.

She also announced a new stop on Route 66/89A roughly a quarter mile east of the Maverick stop, cutting in half the walking distance to the Sacred Peaks medical campus, and described an ongoing system wide operational assessment, being conducted with an outside consulting firm, that will guide future route planning as new development occurs to the west and south of town.

In response to commissioner suggestions about a possible loop through the Sacred Peaks area and a crosswalk near Trails End and 89A, Ms. Reyes explained that a direct stop at Sacred Peaks is not operationally feasible and that a dedicated crosswalk falls outside Mountain Line's Safe Streets funding authority, but she encouraged commissioners to submit both suggestions through Mountain Line's online service-planning comment form, which feeds directly into the operational assessment.

C. Update from Youth Liaison

Russ Randall noted that Alida had resigned from the youth liaison role that the Community of Practice Transition Team appointed him as youth liaison. He reported that he, Mr. Babcock, Joseph Spence, and Vince D'Alizio, all members of the Community of Practice Transition Team leadership, will present at the State IDEA Conference in August on sustaining a disability advocacy group for more than sixteen years, and confirmed that the conference now combines the education and vocational-rehabilitation tracks that were previously offered separately and is expected to be offered in hybrid format with closed captioning.

D. Update from Sidewalk Liaison

None

E. Update from Parking Liaison

None

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

None

10. Agenda Items for Next Meeting (July 22, 2026)**A. Summer Planning Meeting Logistics**

The Commission discussed its next regular meeting, scheduled for July 22, 2026, and its plan for their annual planning session. Ms. Saltzburg indicated that she had reserved a three-hour block on July 22. Because Commissioners Becker and Martinez both indicated a preference for meeting on a Friday rather than a Wednesday, the Chair proposed moving the meeting to Friday, July 24, with a tentative window of 10 a.m. to 1 p.m., pending confirmation of room availability and outreach to commissioners who were not present. Commissioners were asked to review their schedules for that date and email Ms. Saltzburg with their availability so a final time could be confirmed.

11. Adjournment

The Commission on Inclusion and Adaptive Living meeting adjourned at 12:59 p.m.