



## Mississippi Valley Workforce Development Board

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### **Disability Access Committee Agenda**

Monday, January 24, 2022 at 3:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/84430319422?pwd=ZE1DaUR3VnB4QkFYnkNjakhSamhKUT09>

Meeting ID: 844 3031 9422

Passcode: 875362

One tap mobile: +16465588656,,84430319422#

Called to Order	Cynthia Whalen
Roll Call	Phyllis Wood
*Excused Absences	Cynthia Whalen
*Approval of Agenda	Cynthia Whalen
*Approval of Previous Minutes	Cynthia Whalen
Center Accessibility Needs/Concerns	Cynthia Whalen
ADA Physical/Programmatic Accessibility Evaluation	Cynthia Whalen
Center Assistive Technology Needs/Recommendations	Cynthia Whalen
Upcoming Meeting	Cynthia Whalen
Other Business	
Public Comment	
Adjourn	Cynthia Whalen

\*Items Requiring a Vote \*\* Items Requiring a Roll Call Vote

#### **Accommodations**

Accommodations are available upon request for individuals with disabilities. If you need an accommodation, please contact: Miranda Swafford [director@mississippivalleyworkforce.org](mailto:director@mississippivalleyworkforce.org) or at 319-759-8980



## Mississippi Valley Workforce Development Board

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### **Disability Access Committee (DAC)**

The rescheduled meeting of the Disability Access Committee (DAC) was held on August 16th, 2021, at 3:00 p.m. via Zoom.

#### **CALL TO ORDER**

Whalen called the meeting to order at 3:03 p.m.

#### **ATTENDEES**

**Members Present:** Cynthia Whalen, Kendra Schaapveld, Shannon Weaver, Erika Clark, Lanae Greene, Chad Pratz, Pamela McCowen, Martha Bell, Eva Castillo, James Stout, and Joy Szewczyk

**Members Absent:** Carolyn Farley, James Faulkner, Maria Gonzales, and Griselda Aguirre

**Staff Present:** None

#### **QUORUM**

A quorum was established.

#### **APPROVAL OF MINUTES**

Castillo made a motion to approve the Minutes and Clark seconded, motion carried.

#### **APPROVAL OF AGENDA**

Discussion on the date of the next quarterly meeting to move to October 18<sup>th</sup>, at 3:00pm. The original date will interfere with the Local Area Core Partners WIOA Columbus Day Training. Pratz made the motion to approve and Stout seconded, motion carried.

#### **DISCUSSION**

Mississippi Valley Local Area DAC membership-discussed the merger to a Local Area DAC and the roles needed to serve on the committee. Discussed the value of feedback from those who serve our customers in our communities. Whalen shared the importance of having a quorum at the meetings and a recommendation would be made to the board regarding member ship categories/composition and number of members.

Customer Service Training for professionals in all Core, Required and Other programs that support inclusion of people with disabilities in their services and programmatic access, in addition to use of the available AT, Devices and Software. Discussion to begin training at the WIOA partners Local Area event on October 11<sup>th</sup>, 2021, Disability Employment Awareness programming or business recognitions. Whalen shared with the team the links to the Future Ready Training videos which include disability and accessibility topics.

Accessibility or accommodation needs for job seekers within the centers. McCowen mentioned she has had several customers active within the Davenport Center and all have been satisfied with the services provided and had positive experiences. She expressed the desire to have a list of AT, Devices, and software to share with those she serves that access center services. Szewczyk mentioned her customers through Community Action are just getting back to using the center at this time she does not have any feedback to share.

AT Inventory. Pratz mentioned he had met with Ritchie in the Davenport Center to begin a starter AT Inventory. Pratz mentioned the center recently obtained two bright yellow keyboards for the skills floor that have gotten great feedback from customers. Clark mentioned she would be happy to assist with getting items needed once we determine what is available. McCowen offered to assist with the local teams on items recommended and establishing inventories.

DAC members were emailed the AT recommendation list and an example of an accessibility policy from a WDB in Missouri as an example. The team agreed to meet in each center to review the AT list and get a starting point for a Local Area inventory.

#### **NEXT MEETING**

The next meeting will be October 18<sup>th</sup>, 2021 3:00 pm (unless otherwise directed by board). Whalen and Pratz will coordinate gathering information on an AT local inventory to share at the next DAC meeting.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **ADJOURNED**

Whalen adjourned the meeting



## Mississippi Valley Workforce Development Board

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### **Disability Access Committee (DAC)**

October 18th, 2021, at 3:00 p.m. via Zoom.

#### **CALL TO ORDER**

Whalen called the meeting to order at 3:00 p.m.

#### **ATTENDEES**

**Members Present:** Cynthia Whalen, Kendra Schaapveld, Lanae Greene, Chad Pratz, Travis Robinson, James Stout, and Maria Gonzales

**Members Absent:** Carolyn Farley, Shannon Weaver, Erika Clark, James Faulkner, Martha Bell, Eva Castillo, Joy Szewczyk, and Griselda Aguirre

**Staff Present:** Miranda Swafford and Phyllis Wood

**One-stop Operator:** Robert Ryan

#### **QUORUM**

A quorum was not established.

#### **APPROVAL OF MINUTES**

None

#### **APPROVAL OF AGENDA**

None

#### **DISCUSSION**

Whalen asked if there were any accessibility concerns at the centers from job seekers or employers related to programmatic, physical, communication, or virtual accessibility needs or concerns. There was no discussion.

Whalen suggested for the quarterly partner meetings the One-stop Operator could use some training videos provided by Future Ready Iowa. There are thirteen videos that relate to ADA, accessibility, and disability etiquette. Ryan agreed they could be useful.

Whalen will be meeting with Farley and Weaver on November 1<sup>st</sup> to discuss the assistive technology list provided in the packet. Pratz does not have a meeting scheduled yet but working on getting a meeting on the calendars. Swafford clarified the list provided was just an example from another state board to use as starting point. The MVWDB has not approved any assistive technology lists for MVWA. The IWD monitoring will guide the minimum requirements.

#### **NEXT MEETING**

Next meeting date has not been established as Whalen will be meeting with Swafford and Wood to discuss the initiatives and membership as well. Whalen will send out an invite when a date has been determined.

**PUBLIC COMMENTS**

There were no public comments.

**ADJOURNED**

Whalen adjourned the meeting at 3:19.



# Mississippi Valley Workforce Development Board

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## MVWA IowaWORKS ASSISTIVE TECHNOLOGY LIST

### Assistive Technology

- Trackball Mouse
- Large Print Keyboard
- Large Monitor
- Close Circuit Television
- Text to Speech Device
- Assistive Listening System
- Screen Magnifier
- Screen Reader
- Headphones
- Adjustable Keyboard Tray
- Adjustable Height Table
- Speech Recognition
- Handheld Magnifiers
- Alternative Materials
- Remote ASL (Purple VRI)
- Sign Language Interpreters
- Virtual Lobby
- TTY Device
- Closed Captioning
- Virtual Appointments Available
- Private Spaces
- Notetakers
- Timers