

Meeting Minutes

Purpose: Access and Functional Needs Committee
Date: Thursday, December 21, 2023
Time: 10 a.m. - 12 p.m. (virtual only) | Next Meeting: January 18, 2024 10 a.m. - 12 p.m. (regularly scheduled time)
Location: Virtual Join Zoom Meeting [Zoom Link](#) or +16699009128,86721105165,# Passcode: 45678
Captioning link: [Captioned Meeting Confirmation Number 5695512](#) / Chat link:

Minutes

Welcome Remarks and Determination of a Quorum

1. Welcome Remarks, Committee Chair Amanda Hettinger or Co-Chair Sadie Martinez
2. Introductions/Roll Call: Julia Beems, Committee Secretary - Julia Beems, Committee Secretary
 1. New Members - Maryellen Turner - Pediatric Behavior Specialist, CDPHE replaced Lynn Garst, reintroduced herself
 2. Approve Meeting Minutes
 - September, November - Moved Curt, Second Lori

Old Business

- Approve meeting minutes - [HSAC AFN Minutes September 21, 2023](#)

New Business

1. Strategic goal - [AFN Key Results - Strategic Plan](#) (smart goals) Sadie reviewed current plan
 - Please share what your organizations emergency management objectives are
 - ★ Please email Sadie any of your organization's mission, vision, and/or objectives.
2. Monthly Updates - Please fill out for annual report
 - [2023 HSAC Annual Reporting tool \(Monthly\)](#) (specific to community members who need access to resources in order to function in **emergency management** planning, training, and exercises) please complete by January 5th.
3. Charter and Guidance - Sadie reviewed history of subcommittee
 - Draft [Charter Document \(Updated end of 2021\)](#) Moved Lori, Second Aimee
 - Draft [Guidance Document \(Updated end of 2021\)](#) Moved Curt, Second Shirl
4. 2023 Annual Report
5. Vote to move HSAC AFN meeting to bi-monthly (odd months) - Moved Ian, Second Shirl
6. Updates from the group
 - Luke CDHHDB - he is still working with the community, need info from Mindy about changes in budget
 - Sadie - Conference (TIM) registration opens January 1st, will be receiving notices starting next week.
University (Hannah) - close to 130 registrations, almost 20 in-person
 - Shirl/Sadie - HB 23-1237. Assessment on multi-language in alerts. The study report is attached
<https://hazards.colorado.edu/uploads/basicpage/draft-report-12-7-23-w-appendices.pdf>
7. Upcoming Meetings

Public Comment Period/Open Discussion

Closing Remarks & Motion to Adjourn: Moved Ian, Second Shirl

Next meeting: January 18, 2023 10 a.m. - 12 p.m. (regularly scheduled time)