



MEETING MINUTES

Purpose: Access and Functional Needs Committee
Date: Thursday April 21, 2022
Time: 10:00 a.m. – Noon **VIRTUAL ONLY.**
Location: VIRTUAL Join Zoom Meeting [Zoom Link](#) or +16699009128,86721105165,# Passcode: 45678

Captioning: [Captioning Link confirmation number is 5048390](#)

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 – Sadie, Julia, Aimee, Stephanie, Bob, Oz, Connie, Jocelyn, Curt, Luke, Justin, Amanda
3. Approve Meeting Minutes March 17, 2022 meeting notes – approve next month

Old Business:

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New Business

1. Introductions of new members if any Karen Klein, State Unit on Aging with the Division of Aging and Adult Services monitor AAA around state, Tim Mann – Whole Community Integration Specialist DHSEM, Caitlyn Garko – AFN Temporary Aid DHSEM
2. Emergency Alert WEA Plan Discussion – Justin Sasso
State Emergency Communications Committee – broadcaster required only presidential messages, state depends on severity, (Black Forrest evacuation information ignored – felt like it would cause congestion) EAS used now on radios/TV, Justin now chair of State ECC provide oversight to 13 plans Primary stations they need to listen to. Need to be updated FCC Defined who should be part of team. Matt Pierce named chair and hard to contact. State plans uploaded to FCC website. Portal deadline is July 2, 2022. Needs to be updated. Only chair can upload. Justin can't be co-chair. Other states indicating 120 hours to upload. Going through plan line by line to update. Suzanne Gaucher liaison I no longer available as a resource. Following Florida plan. Lot of conflicts in CO plan and eliminating the inclusion of local plans, local area plans hosted on line for easier updating
wanting to address accessibility issues and make recommendations. What is being considered for multi-lingual users. Is this something this group can provide. No enforcement by FCC or SECC. Group together to put plan together to meet deadline. No penalty for missing deadline. Proposed draft until FCC approves it. Living breathing document, can always make changes. FCC has 60 days to approve or make recommendations. Committee will stay together after plan and continue to work on plan. No previous history documents, by-laws, operating structure.
Sadie – committee can help. Part of the conversation for workgroup. Justin will share state plan checklist and Shirl's suggestions/guidelines. Ems, disability stakeholders, language stakeholders, lessons learned from Boulder County. Will put survey out for who wants to participate. Workgroup 2 - Preparedness, Training, Exercise workgroup. Justin will act liaison back to SECC.
3. Karen Klein from AAA – do AAA have something to add to CMIST checklist - I can send you what each AAA is required to complete as far as an Emergency Preparedness Plan template basically update a calling tree every year.
4. 2022 Access and Functional Needs Conference After Action Report (3+, 3-)
 - Stephanie – hybrid good effort, but less than desired – technology issues, connectivity issues, enjoyed the awards – who and for what, lunch late on last day – couldn't focus well, speaker mix was incredible and making it relevant, something for everyone; in-person still seeing same issues, 2-day conference more accessible and manageable
 - Aimee- concern of participants or presenters, people in room or general presentation, curious between attending and listening or someone joining virtually, inclusion of virtual participants liked range of voices and participate with experience, look at other options for other strategies

(i.e. break outs viewed just-in-time) how to do accessible hybrid conference, consider Aaron Titus communication tool to determine best strategies; fully hybrid or not – pair of conferences then managing hybrid meeting not work, then value in-person or virtual for inclusion of information on both platforms.

- Curt – could do better providing for the visually impaired, solution based, in-person connections (networking) powerful, hotel staff was amazing – problem fixed by afternoon, hybrid enables more people to participate, had 12 different states participate.

5. Workgroup updates

- Access & Functional Needs updates (**Workgroup 1. Structure and Network (funding)**)
 - 2nd Whole Community Inclusion Specialist starts, and admin assistant 3/21/22
- Workgroup updates (**Workgroup 2. Person centered planning (preparedness) and training/exercises**)
 - Access & Functional Needs #2 Conference update
 - [2022 Access and Functional Needs Conference information](#)
 - CMIST Response Teams:
 - Upcoming Trainings: [Access & Functional Needs Training Flyers](#)
 - CMIST Emergency Response Interpreter update

6. 2021 HSAC AFN Subcommittee Annual Report Review

7. Group updates:

- From the group:
 - Oz – fire in Monte Vista, red flag fire conditions, new record for number of red flag days, over run capacities, 17 acres, still fighting hot spots, destroyed 18 structures unknown primary residences, city fire, will declare to county today, no injuries/fatalities, AFN issues who couldn't self-evacuate, medical dependent equipment were needed and provided, shelter set up at sky high complex and church of Nazarene, DOLA will be in today to determine need for disaster center set up. will share lessons learned on AFN, behavioral health will be great asset.

- Aimee – behavioral health able to support
 - Bob – not aware of any needs, will learn later today what to expect tomorrow from national weather stations in Boulder or Goodland. Concerned about potential electrical storms, Last night Morgan County had a fire and managed by local resources. Logan county EM deployed to Montrose to assist with logistics. Kevin Kreditch covering for Grey, office of grants management site visits EMPG performance grant desk visit questions asked regarding AFN – is there a template – yes, self-assessment with DOJ, <https://www.ada.gov/civicac.htm#CO> , <https://www.ada.gov/pcatoolkit/toolkitmain.htm>
 - 11. Has your organization conducted an assessment of its emergency program (EMPG) to ensure compliance with ADA requirements in all stages? (Stages include: a) preparation (ie voluntary registry, involvement in decision-making); b) alerts; c) evacuation and transportation; d) sheltering (including service animals); e) social services, temporary housing, and other benefit programs; f) recovery; and g) mitigation).
 - 12. Describe your organization's actions to ensure direct, equal and effective access to its emergency program (EMPG) and disaster-related program (PA) and other grant-funded programs to people with disabilities and other access and functional needs.
(NOTE: the organization is not required to alter the nature of the program, service or activity or take actions that would impose undue financial and administrative burdens on the organization)
 - 13. Has your organization assessed whether contracted third parties (ie. Red Cross, other local governments) or those assisting per IGA or MOU, to assist in
 - Christie – pre-staging of kits, specific to this weekend – concerned about Las Animas and Huerfano counties, extended power outage, where are Chemical Stockpile AFN kits pre-staged (Montrose with EM, Alamosa with Oz, and Salida with Rich) more can be deployed but require training, some will be staged in program staff homes, potentially with Stephanie in Brighton (Portable Loop System with rolling cart for transport) Weather briefing will start today at 10am.
 - Sadie – 13 total kits for staging but waiting to provide trainings,
 - Stephanie – working on public messaging through CodeRed, have basic resources and hoping they have enough
 - Jocelyn – 5 fires in 6 days, working on alert and warning going out in Spanish, ODM working hard on it. Met with ILC and provide train the trainer to how to safely evacuate, and work on back-up transportation plan for when Via gets overwhelmed, Rep Neguse has grant open for community improvements <https://neguse.house.gov/community-project-funding> - oxygen concentrators has been consistent needs, putting together another evacuation trailer for immediate needs including signage, most used devices, will be available for loan, will DAC stuff and be ready to go. If you don't have all the equipment at least have a list of products and locations and who to call.
 - Any training & Exercise Needs, Any CMIST resource needs, Reports on any gap concerns?
 - Accomplishments for the whole community inclusion your areas
 - Any training offered in your county's served that includes CMIST or Access & Functional Needs
8. Resources to share with the group
9. Other items
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Public Comment Period/Open Discussion

Closing Remarks & Motion to Adjourn – Stephanie moved, Aimee 2nd

Next meeting: April 21, 2022 10am to noon