

MINUTES
ADA ADVISORY BOARD
ADA INTERNAL IMPLEMENTATION SUBCOMMITTEE
January 28, 2011

The ADA Internal Implementation Subcommittee met in the Human Resources Director's Office at 90 Washington Street, 3rd floor, Hartford, CT.

Those in attendance were Mr. Robert Coffey, Ms. Sandra Lugo Ginés, and Mr. Ronald Macchio.

I. Welcome

Ms. Lugo Ginés welcomed the members. She also provided some background information explaining where the ADA Committee recommendations stemmed from.

II. Review of the ADA Committee recommendations

All recommendations that have an impact on internal issues/processes were discussed. Some follow up work is required and will be addressed as follows:

- Intranet ADA page will be revised and updated to be more user friendly;
- A Resources Section will be added to the ADA page;
- Frequently Asked Questions section will be revised and a printed brochure will be created by Human Resources;
- TDD/TTY equipment will be removed from the field as the branch has completely switched to the free, national 711 Telecommunications Relay Service;
- The feasibility and fiscal benefits of hiring a permanent, full-time CART court reporter will not be revisited at this time;
- The Facilities Unit will draft a report to itemize ADA compliance at each Judicial Branch facility. It will include deficiencies and the processes/solutions in place to address them;
- Feedback from site visits will be discussed with Program Managers from the Judicial Marshal Services Unit for follow up;
- ADA Sensitivity/Problem Solving Training for Judicial Marshal Services unit is being developed;
- ADA online training module is being developed;

III. Next Meeting

The subcommittee will meet again on Tuesday, 2/22/11 at 11am in the 4th floor conference room at 90 Washington Street, Hartford, CT 06106