



# Commission for Citizens with Disabilities

## MEETING MINUTES



### COMMISSION MEMBERS

Madeline Nicoletti, Chair  
Andrea Pianka, Vice Chair  
Demetrios Kanavaros

Norman Smith III  
Jennifer Lee  
Joanne Tirrell



The regular meeting of the Commission for Citizens with Disabilities of Tuesday, August 16, 2016, was held in City Hall, Room 201, Westfield, MA. Commissioner Nicoletti called the meeting to order at 7:03 pm.

### ATTENDANCE:

Commissioner Nicoletti  
Commissioner Smith  
Commissioner Lee

Commissioner Tirrell  
Commssioner Kanavaros

### APPROVE MINUTES:

Commissioner Smith motioned to approve the minutes of the July 19, 2016 meeting, seconded by Commissioner Nicoletti: all in favor 3/0. (Commissioners Lee and Kanavaros abstained due to their absence at the July meeting.)

PUBLIC PARTICIPATION: None

### SCHEDULED BUSINESS: FYI

- a. Chair Nicoletti informed the Commission members that Karin Decker has resigned her position with both the City and the Commission.
- b. Chair Nicoletti spoke of her meeting on July 22<sup>nd</sup>, with the Mayor, which was cut short due to a previous engagement he had to attend. They discussed Bay State-Noble's ADA non-compliant van service and the Commission's accomplishments for the year 2015. They will meet again at a later date.
- c. It was noted that Bay State-Noble will be laying off 300 people due to incorrect medicare billings. A discussion followed regarding the non-compliance of their van service and hospital doors. Commissioner Lee will be drafting a letter, regarding the same, to Bay State-Noble so that it can be discussed at the next meeting and possibly at that time a copy could then be sent to the Mayor and the Legal Department for their opinions and/or approval before mailing to the hospital.

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## NEW BUSINESS:

Chair Nicoletti stated that the City of Westfield has a new email requirement. All Commission members must call the Technology Center to acquire their city email address. This city email must be used with all correspondence regarding Commission business. Commissioner Tirrell requested that she be informed of all new addresses so that an updated listing could be typed up for each Commission member.

- a. MOD 2016 Disability Summit on September 16, 2016 in Boston: Commissioners Nicoletti, Lee and Kanavaros mentioned that they may possibly attend. If an RSVP should be made to 617-727-7440. Later a discussion followed regarding the procedure for applying for reimbursement of travel expenses from the city.
- b. Commission Project Follow-up: It was agreed by all members that when a Commissioner introduces a project they feel should be addressed, that same Commissioner should do the follow-up to its end, which would include attending related meetings with City Departments. Each project should have a point person for contact. In this way they will become familiar with procedures and City Department officials.

## OLD BUSINESS:

- a. City of Westfield Disability Transition Plan: Chair Nicoletti distributed copies of this plan to all Commissioners to look over so that a decision could be made as to the best procedure for updating. Many changes have been made since it was written and need to be addressed. It will be very expensive to have it re-written, but adding addendums to the end is also a possibility.
- b. Business Cards and Name Plaques:
  1. Business Cards: The Commission has a pack of business cards without names that the Vocational School had previously made. Commissioner Kanavaros made a motion to check to see if it was possible to add names to them instead of printing all new cards, seconded by Commissioner Smith: all in favor 5/0.
  2. Name Plaques: Mayor Sullivan gave his approval to have the Vocational School make up name plaques for each Commission member at a total cost of approximately \$49.00. All present agreed to the ordering of these plaques.
- c. Update: ADA Compliant Playgrounds: Due to the fact that Commissioner Kanavaros has been on vacation, this subject was tabled to the September meeting.

## ADJOURNMENT:

There being no further business to come before the Commission, Commissioner Smith motioned to adjourn the meeting, seconded by Commissioner Tirrell, all in favor 5/0. Chair Nicoletti adjourned the meeting at 7:47 pm.

Respectfully submitted,

*Joanne B. Tirrell*  
Joanne B. Tirrell, Secretary

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