

1. Roll Call

Meeting was brought to order at 4:05pm by Bill Josh, City of Longview Accessibility Advisory Committee Chair

Bill Josh took roll call.

Committee present: Bill Josh, Evelynna Castro, Jennifer Fenton, Colleen Holton, Lawrence Lanning, Joanne Laurent, Allan Rudberg

Committee absent: Scott Carson (excused), Vickie vanFossen (excused)

Staff present:

Brian Loos, City ADA Coordinator

Jim Seek, RiverCities Transit, Transit Supervisor

1. A New committee member, Evelynna Castro, RiverCities Transit representative

1. B Full committee of 9

Committee conducted introductions of everyone present at the meeting. This was the first meeting for committee members Colleen Holton and Evelynna Castro. Both committee members introduced themselves and explained why they wanted to serve on the committee and also provided insight on what they would like to take away from the experience.

2. Approval of Minutes - May 14th, 2018

Motion was made by Allan Rudberg to approve the meeting minutes from May 14th, 2018 as written. The motion was seconded by Lawrence Lanning. No discussion. Motion passed unanimously by the committee.

3. Public Comments

Bill Josh seeks public comments. Andrea Stratton introduced herself and is currently a student at Lower Columbia College. Andrea also resides in Longview. The reason for attending the meeting was that she had an assignment to observe a group and chose the newly formed accessibility advisory committee and will be writing a paper relating to the experience. She explained that providing accessibility to those that need these services is very important to her, and with her love for this community, she is very interested and becoming more involved in the future.

Allan Rudberg, committee member, introduced Richard Green representing Love Inc. and Mr. Green explained that he leads a group of approximately 12 volunteers that provide temporary ADA accessibility services. He with his group of volunteers provides affordable, and in some cases, donation in the building of temporary ADA related services to include wheelchair ramps, doorway widening and bathroom remodeling services. Focus is placed on clients who cannot afford these necessary improvements to provide for increased accessibility opportunities who may not otherwise be considered for these improvements. If anyone is interested in being considered for these services, please contact Cindy at Love Inc. at 360.232.8576 for more information.

4. Committee Member Comments and Reports

No reports

5. Staff Comments and Reports

No reports

6. Old Business

6. A Meeting dates - calendar invites sent, and committee member list with contact information provided to all members for binder

6. B Feedback on CLAAC Charter Document

6. C Feedback on ADA Transition Plan Base Document

6. D OPMA training, be sure you get it completed and send me an email confirming. Will forward to city clerk to put on record.

Committee members confirmed that they all received calendar invites for the future meetings in 2018. Updated contact list was provided and a few changes will be made. Brian Loos will provide an updated digital copy to all committee members in the next few days. Bill Josh asked for committee feedback on the CLAAC Charter and ADA Transition Plan Base documents, and Allen Rudberg felt these were good documents and that the city is off to a good start. Bill Josh also reminded committee members to be sure they completed the mandatory OPMA training requirements. Brian Loos added that all that needs to be turned in is a statement with the date of completion that can be provided to the city clerk that the OPMA training provided (powerpoint or video) on the WA State Auditors website has been completed.

7. New Business

7. A CoL Accessibility Advisory Committee - Meet Your Committee

7. B ADA Projects Lists

7. C Public Records Request - Parking Lots

7. D Other items for discussion

The committee started off with some general discussion about one challenge with accessibility within our community relating to public transportation. Some of the concerns that were brought up were as follows:

- Buses do not come often enough on their routes, especially in the 'rush hour' periods.*
- Bus routes that are currently set still involve a heavy amount of walking in some parts of the city.*
- Individuals that are lower functioning and need additional support and services within the public transportation system, it is not easy for them to navigate and get around town.*

Additional discussion was brought up about RiverCities Transit & Paratransit services are available and can be scheduled in a 2 week, up to 24 hour window prior to services being requested. RiverCities lift and ADA paratransit services can operate within $\frac{3}{4}$ of a mile off a fixed route to assist those in need of these additional transit services.

The thought of exploring grants to expand transit services into the Lexington area would be very beneficial.

There are five agencies available within the City of Longview that can provide support those in need of transit services. Those services include:

- Cowlitz Indian Tribe Transit Service – 360.232.8585*
- Golden Chariot Specialty Transport Service, LLC – 360.944.9833*
- Med Coach Transport – 360.751.6222*
- Mercy 1 Transportation Inc. – 360.896.5156*
- RiverCities Lift – 360.442.5667*

Bill Josh moved the topic onto having a committee meeting where the public can meet and interact with the newly established city Accessibility Advisory Committee. Two dates were discussed by the committee, the afternoon of either Monday, August 13th or Monday, August 20th. Four sites that were being considered to hold this event; those including Longview Public Library, McClelland Arts Center, Cowlitz PUD or City Hall. The committee wants to hold two sessions on one day, the first session starting at 4:00pm and the second starting at 6:00pm.

Each session (special meeting) would have the following agenda:

- 1. Roll Call and Introduction of CLAAC members*

2. *Presentation from City Staff on the ADA Transition Plan development/process; and include discussion on the council approved committee charter purpose, goals and direction of the committee.*
3. *CLAAC wants to involve, inform, educate and establish an interactive process with the public and also convey that the city is in the process of developing the city ADA transition plan.*
4. *Survey and public feedback on barrier challenges.*
5. *Conclude meeting and CLAAC interaction with those attending the meeting.*

The committee worked on 5 proposed survey questions to seek input from the public. The committee provided staff clear guidance on the nature of the questions and wanted them all to be open ended, seeking written, descriptive feedback. Staff would create the questions and bounce them off the committee via email, prior to creating the paper form. These survey questions will be made available in other ways, digitally, via email, etc.. The survey will remain open for an extended period of time, so the committee can receive ample feedback from the public.

Questions would be of the following nature (will be reworded a bit, but the general ideas that came out of the meeting):

1. *Challenges you or your family with the transportation systems within the City of Longview and how can you be better served?*
2. *Mobility challenges in daily functions and routines?*
3. *What mobility or accessibility services would you like additional information on within the City of Longview, and how would you prefer to access that information (email, website, social media, smartphone application, other, etc.)?*
4. *What accessibility barriers are the most problematic in your lifestyle, and how would you like to see these challenges addressed?*
5. *Is there any additional information or concerns that you would like to share with the City of Longview Accessibility Advisory Committee?*

Allan Rudberg suggested that the committee use media to assist in leveraging the worthiness of the committee and its cause to the community. Many on the committee have direct ties to media connections and felt this would be valuable moving forward. Allan also suggested that the committee could lead future community activities that could include doing a senior party or having an ADA fair for the public.

The committee also suggested that we have a city council member liaison added to the committee. This was not written into the committee charter document, the idea was well received by the committee. Allan Rudberg made a motion to have the committee chair, Bill Josh, contact the mayor and make the recommendation to add a council liaison to the City of Longview Accessibility Advisory Committee. The motion was 2nd by Joanne Laurent. No discussion. Motion passed unanimously. Bill Josh told the committee he would reach out to the mayor to follow up on the committee recommendation.

The City of Longview received an ADA related public records request from an attorney out of the Seattle area. Staff is working on compiling the records and will be releasing them on an installment basis. A tracking spreadsheet was circulated amongst the committee so they could see the nature and depth of the request. The city wants to be sure that the committee was aware of the request and the city was addressing the compiling and releasing of information as it become available to the requestor.

8. Adjournment & Next Meeting Date/Time/Location

8. A September 17th, 2018 at 4:00 p.m., City Hall 2nd Floor Small Conference Room

Two special meetings will be held by the Accessibility Advisory Committee on August 20th, 2018 at Longview City Hall, Council Chamber. These two special meetings, with the same agenda, will take place at 4:00pm and 6:00pm. The special meeting agenda will be provided one week prior to the meeting date. This meeting will provide the public the opportunity to meet members on the newly established accessibility advisory committee and also have a staff report provided by Brian Loos, City ADA Coordinator on the state of city ADA programming and ADA Transition Plan development update.

*Motion was made by Allan Rudberg to adjourn the meeting. Motion was 2nd by Lawrence Lanning.
Meeting adjourned at 5:31pm.*