MINUTES
ADA ADVISORY BOARD
ADA EXTERNAL IMPLEMENTATION SUBCOMMITTEE
January 31, 2011

The ADA External Implementation Subcommittee met at 90 Washington Street, Conference Room 301R, Hartford, CT.

Members in attendance were Mr. Richard Byam, Atty. Stephen Ment, Mr. David McCormick, Atty. Steven Pelletier, and Ms. Sandra Lugo Ginés. Also, External Affairs Intern, Mr. Jusz Wang, was present.

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

II. Review of the ADA Committee recommendations
All recommendations which impact external issues/processes were discussed. Some follow up work is required and will be addressed as follows:

- Internet ADA page will be revised to be more user friendly, suggestions were made regarding an improved format for the list of ADA Contacts;
- A Resources Section will be added to the ADA Internet page and linked to the ADA Intranet page. It will include a listing of the agencies invited to attend the 2007 focus groups;
- ADA Grievance Procedure for the Superior and Appellate Courts are being revised;
- There was a brief discussion about how accommodations for employees are handled and the fact that some requests may not be within the scope.
- The branch has completely switched to the free, national 711 Telecommunications Relay Service;
- There will be follow up with the Legal Services Unit to continue including the ADA notice and website on all public forms;
- The Microsoft Accessibility Features – a magnifier and a reader – enabled as a pilot at the New Britain and Hartford Court Service Centers will continue since there is no cost to the Branch;
- There will be a follow up with the Web Board regarding the timeframe for the overhaul of the Branch's external website to ensure it is more accessible.

III. Next Meeting
The subcommittee will meet again on Tuesday, 2/24/11 at 1:00 pm in the 4th floor conference room at 90 Washington Street, Hartford, CT 06106