

COMMISSION ON DISABILITY'S RECORD

June 1, 2023

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 1:08 pm via Zoom webinar participation, by Commission on Disability Co-Chair Anne Berry Goodfellow. Also participating were Commission members MaryAnne Carty, Michelle Fiola-Reidy, Co-Chair Rania Kelly, Jette Meglan, Elizabeth Polin, and Connie Rizoli. Also attending: Marianne LeBlanc Cummings (Select Board Liaison), Dori Parmelee (School Committee Liaison), Bev Rainforth (resident), Danielle Sutton (Human Services Director), and Trish Tucke (COA Operations Manager). Janice Barba (Staff Liaison) recorded the minutes.

NEW BUSINESS

1. **Accept Minutes of the May 4, 2023 Meeting**

- *Upon a motion by C. Rizoli and seconded by M. Carty, a majority of Commission members voted in favor via roll call vote to accept the minutes of May 4, 2023, as edited. A. Berry Goodfellow and J. Meglan abstained from this vote as they were absent from that meeting.*

Webpage for the Commission on Disability to post events, training, and activities in the community and surrounding towns.

J. Barba reported that she drafted a Facebook page with a draft logo for the Commission. (The logo was taken from the 2021 Commission on Disability Annual Report.) A. Berry Goodfellow said the logo was used by permission in that instance and that she'd get in touch with the creator of the logo to ask for permission to use it on the Facebook page.) Commission members briefly discussed the use of social media, and printed and online newsletters by other town boards/commissions. Commission members asked T. Tucke about the Council on Aging's newsletter and Facebook page and she explained that Lina creates a monthly newsletter in Publisher which is mailed to senior households. The newsletter is then linked on the Council on Aging Facebook page.

Commission members continued the discussion from the last meeting on the possibility of creating a webpage, independent from the Town's website. A Commission member mentioned liking the Town of Needham's webpage for its Commission. J. Barba said she would look at some neighboring community's web pages and will speak to the IT department about the possibility of doing this. Website hosting cost, compliance with the Massachusetts Public Records Law, Open Meeting Law, and Town technology policies are factors that must be considered. A. Berry Goodfellow suggested seeking information and guidance from Town Clerk Dottie Powers.

M. Carty suggested the use of the Westwood WIRE to inform residents about the Commission, and its mission, and provide a link to the webpage, and contact information. J. Barba informed commission members that she is responsible for compiling monthly content for the Town's online, monthly newsletter, the Westwood WIRE, which is emailed to nearly 5,000 recipients. J. Barba said that she would draft content for the Commission's review and approval. Also mentioned was the Westwood WORD, a printed publication distributed quarterly to every residence. R. Kelly and other Commission members agreed that a piece introducing the Commission would be a good start to getting the word out to residents about its existence. J. Barba will email Commission members a link to the Westwood WIRE. Commission members were asked email to ideas for the WIRE to J. Barba.

2. **Westwood Board liaisons for the Planning Board, Board of Health, Fair Housing Commission, FinCom, Library Trustees, Municipal Facilities Task Force, Open Space & Recreation Plan Committee, Pedestrian and Bike Safety Committee, School Building Committee, Westwood Housing Authority, Youth and Family Services Advisory Group.**

Commission members discussed their desire to have liaisons for each of the above-mentioned boards to keep them informed of the importance of incorporating the mission of the Commission, creating access for all into future policies and projects.

A. Berry Goodfellow reminded Commission members that the Town procured an ADA Self Evaluation and ADA Transition Plan through the Institute for Human-Centered Design, which is currently underway. The evaluation and transition plan will identify elements out of compliance and recommend corrective action, across town departments.

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OLD BUSINESS

None.

REPORTS & FOR YOUR INFORMATION.

SEPAC Update –none.

Legislative Update – none.

OTHER BUSINESS

R. Kelly announced that the following Commission members' terms are coming to an end on June 30, 2023: M. Sethna, A. Berry Goodfellow, J. Meglan, and C. Rizoli. R. Kelly asked those members present if they are going to seek another three-year term. C. Rizoli praised A. Berry Goodfellow's dedicated, long-time service to the Commission, which began in the early 1980s. Ms. Berry Goodfellow said she won't seek reappointment. Other Commission members echoed C. Rizoli's favorable comments. Ms. LeBlanc Cummings asked A. Berry Goodfellow to serve until the next meeting in order to have additional time to thank her for her service to the Commission.

J. Meglan said that she would not seek reappointment.

M. Sethna was absent.

C. Rizoli did not comment on her status.

NEXT MEETING AND ADJOURNMENT

- *The next meeting is Thursday, August 3, 2023, at 1 pm via Zoom webinar*
- *The meeting was adjourned at approximately 2:20 pm*