



*Empowering people with all disabilities by providing: Resources, Options, And Disability related Services needed To obtain individual Freedom in their lives.*

[www.cilncp.org](http://www.cilncp.org)

Good Morning, members of the Joint Committee (JC). We are thrilled with the progress made in our first meeting and want to keep up the momentum. After digesting the meeting minutes, we discussed the need to clarify some of the items reviewed.

1. Joint Committee: Who will participate on the JC? RTF- Misty Dion, Jay Harner City- Mayor Slaughter, President Allison & City Engineer, Jon Sander. The JC has roles to comment/react etc. to events and submissions by the City and votes may be needed. We are proposing that we identify the participants of the JC as well as adopt some simple rules of decision-making, or how/who meetings are chaired, agendas adopted, notice given to members of what is up for decision/discussion.
  - a. In person and email voting
  - b. If not, unanimous? Majority (3 to 2= tabled, more discussion) or super majority (4 to 1= no more discussion needed) It was decided a super majority will be required.
  - c. Time sensitive discussion/decision making – a week notice unless it was a time sensitive 24 to 48 hours advance notice. Response time 24 to 48 business hours.
2. Prefabricated Ramp Construction: Will the plans for interface between a prefabricated ramp vs. one poured on site look different? The exact same ramp proposed 2 years ago. The pre-construction is the only thing different. City has options to get the facade to match. The material, design and other elements of construction remain the same. We feel that an architect should be consulted/involved. Does looking back at plans for a quite different ramp result in a separate bid for this project? Who will decide the style, materials used and assure compliance?
  - a. City's procedure to use the Architect or Engineer, contracted by the Contractor awarded.
3. Complaint Procedure: The need for a written published and public procedure is needed. Where/how is procedure posted? What is scope? Covers all City Hall ADA issues?
  - a. Misty will email Mayor Slaughter RTF's Policy and Procedure. Mayor Slaughter will bring the City's draft policy and procedure to the next bi-weekly meeting. Once approved this info will be accessed on the COW website as well as paper copies at City Hall. This will be the complaint mechanism for all City Hall ADA concerns.
4. Periodic Reports: Mr. Sanders will be creating the template for the periodic reports. How will the workplan element fit with these reports?
  - a. Jon Sander will bring the City's draft work plan and monthly report draft to the next bi-weekly meeting 4/19/21.
5. Consent Decree/Transparency: Will the City provide an easily located copy of the consent decree on its website? How will this be linked and what is the name? After much searching, we were able to locate Resolution 9102. Will the JC be link on the website or have its own page? Will the minutes be made public?
  - a. City Hall 4 ALL: Consent Decree between RTFCIL / ADAPT & Citizens of Williamsport



*Empowering people with all disabilities by providing: Resources, Options, And Disability related Services needed To obtain individual Freedom in their lives.*

[www.cilncp.org](http://www.cilncp.org)

- b. Joint Committee- agreement for the JC to be a public meeting. Accessible on the website along with minutes. Recording and upload? We can go into executive session if needed. Mayor Slaughter will speak with Chris C. to see how to stream the JC live on YouTube.
- c. Mayor Slaughter will check on when the website going live. NCSS & City working on reviewing accessibility of new website.

To assure that the JC can address these concerns in a timely fashion we are requesting that the JC meets biweekly for the first three months vs. monthly as discussed at the initial meeting. We are happy to provide an update Zoom link to accommodate the proposed schedule change. Thank you in advance for your cooperation to address the concerns shared.

Sincerely,  
Jay Harner

**Roads to Freedom CILNCP**

24 East 3<sup>rd</sup> Street - Williamsport, PA 17701

Voice: (570) 327-9070

Toll Free Voice: (800) 984-7492

***RTFCIL is a 501(c)(3) non-profit organization, donations may be tax deductible. EIN #23-2926556***