



**ACCESSIBILITY STEERING COMMITTEE
Wednesday, November 22, 2017 - 2:00 p.m. - Boardroom**

Present: Michelle Shypula (Chair), Lindsay Blasdell (Secretary), Leslie Brown, Anah Figueiredo, Therese Fioravanti, Caroline Freibauer, Debbie King-Bonifacio, Peter Marchand, Carmen McDermid, Terre Slaght, Guo Wu

Absent: Bill Chopp (Trustee), Tom Grice (Superintendent of Business & Treasurer), Tracey Austin, Dave Buist, Jill Esposto, Carlo Fortino, Philip Kuckyt, Tom Laracy, Don Maunder, Rachel Moreau-Zelem, Dianne Wdowczyk, Don Zelem

1. Opening Business

1.1 Opening Prayer

Chair Shypula led the meeting with the opening prayer and a round of introductions were made for the benefit of all members.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

The agenda was approved, as distributed.

1.4 Approval of the Minutes – January 13, 2016

The minutes of the Wednesday, January 13, 2016 Accessibility Steering Committee meeting were approved by consensus.

2. Committee and Staff Reports

2.1 Review of the Integrated Accessibility Plan Annual Report- Report to Board

Chair Shypula reviewed the Integrated Accessibility Plan Annual Report for 2016-17 that was provided to the Board in October 2017. Discussions ensued about the types and locations of barriers and action plans amongst committee members. Chair Shypula reviewed deadlines set out for projects and updated on next steps to ensure that the Board is compliant with the Integrated Accessibility Standards Regulation (IASR) of the Accessibility for Ontarians with Disabilities Act (AODA).

2.2 Overview of Targets Achieved in the 2013-2017 Integrated Accessibility Plan

Chair Shypula described what some of the physical barriers that we encounter look like such as ramps, walkways and accessible bathrooms. Allocated funds will be prioritized to ensure that the physical barriers are removed and compliant which will be supported by Board funds.

Anah Figueiredo, HR Coordinator (non-academic), updated that the Human Resources Department has mandatory AODA training for all volunteers and all employees hired by the Board. Mandatory AODA training is included on the Board website under the volunteer section: <http://www.bhncdsb.ca/page/become-volunteer>. Additionally, Debbie



King-Bonifacio, Disability Management and Safety Coordinator, noted that the policies, such as the Modified Return to Work plans, meet the standards' regulations and can be viewed at <http://www.bhncdsb.ca/page/accommodations-employees-and-applicants-disabilities>.

Caroline Freibauer, Librarian and Peter Marchand, Principal of St. Theresa School and Principal lead for Librarian Services, updated that school libraries have collaborated with community supports such as W. Ross MacDonald Provincial School for the Blind and other agencies so that accessible and conversion-ready materials are supplied or available upon request. Special Education Resource Teachers (SERTs) within the Board have been helpful in identifying and accessing resources as required.

Chair Shypula provided an update on behalf of the Information Technology (IT) department. The IT department has a plan in place to ensure that all internet websites and web content within the Board are compliant with the Web Content Accessibility Guidelines (WCAG). All information will conform to WCAG 2.0, Level AA by the requested 2021 year.

The newly revised Multi-Year Integrated Accessibility Plan 2018-2023 is currently under development. The Board's facilities department are reviewing, evaluating and prioritizing barriers to ensure compliance with Design of Public Spaces Standards under the IASR and AODA.

Chair Shypula invited committee members to provide feedback based on their experiences to assist in identifying any barriers that will support and contribute to the development of the new Multi-Year Integrated Accessibility Plan 2018-2023.

2.3 Review of the Standard Requirements of the Integrated Accessibility Regulation P/PM 191/11

Chair Shypula provided an overview of the amendment to the Integrated Accessibility Standard Reg. 191/11- Ontario Regulation 413/12 focusing on the Design of Public Spaces Standards (Accessibility Standards for the Built Environment). This standard emphasizes that design of newly constructed or refurbished outdoor spaces must incorporate accessibility features. The Board is working toward compliance in our outdoor spaces and ensuring that construction companies and affiliates are up to date and fully AODA compliant in their build designs.

2.4 Strategic Planning Moving Forward/Renewed Integrated Accessibility Plan 2018-2023

It was noted that the renewed Multi-Year Integrated Accessibility Plan 2018-2023 would be reflected in the 2017-18 Special Education Plan. Chair Shypula will be collaborating with the following individuals on specific information for the plan:

- Specialized equipment for students with special needs- Carmen McDermid
- Digital library resources- Caroline Freibauer and Peter Marchand
- Websites and web content- Norm Ciccì and/or David Buist
- Human resources and disability management- Debbie King-Bonifacio
- Transportation- Phil Kuckyt
- School buildings and facilities- Tom Grice and Don Zelem



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Minutes

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A review of current policies and administrative procedures will be completed to ensure that accessibility components are accurate and up to date. Chair Shypula will coordinate to have a draft version of the plan prepared by the end of December 2017 and subsequently vetted out to members for review and discussion at the next Accessibility Steering Committee meeting. The hope would be to have the final draft submitted to the Board in the Spring of 2018.

3. Future Meetings

The committee agreed to meet again on Tuesday, February 6, 2018 at 2:00 pm and a calendar invite will be forthcoming from the secretary.

4. Closing Remarks/Adjournment

Superintendent Shypula thanked members for their participation and the meeting was adjourned at 3:15 pm.

Next Meeting: Tuesday, February 6, 2017 (2:00 pm) - CEC (Boardroom)