

Minutes



LEGISLATION COMMITTEE

Monday July 11, 2005 3:00 PM to 4:30 PM

Governor's Commission on Disabilities

John O. Pastore Center (Formerly the Howard Center)

- 41 Cherry Dale Court

Cranston, RI 02920

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Secretary: Bob Cooper

Attendees: Tim Flynn (Vice Chair); Raymond Bandusky; Jeanne Behie; Sharon Brinkworth; Paul Choquette; Regina Connor; Bill Inlow; Ken Pariseau; Arthur Plitt; Gwen Reeve; & Janet Spinelli

Legislation Cmtc

Members:

Forum Sponsors: Paul Autote (Office of Rehabilitation Services – Department of Human Services); Kevin McHale, Deanne Ross, & Joey Sabo (Advocates in Action/Arc of NRI); Tim Gray (Autism Project of RI); Camille Vollaro (Dept. of Labor & Training); Lorna Ricci & Jeanne Fay (Ocean State Center for Independent Living); Jeanne Panarace (RI Council on Assistive Technology); Liberty Goodwin (Toxic Information Project)| Steven Wright, Parks & Recreation - Department of Environmental Management; & Linda Ward (Opportunities Unlimited)

Excused: Rosemary Carmody; Joseph Corrente; Joan D’Agostino; Linda Deschenes; Scott Greco; Kate McCarthy-Barnett; Rev. Gerard Sabourin;

Minutes

3:00 PM Planning for the Public Forums on the Concerns of People with Disabilities and their Families (July 25 – 29, 2005)

**Tim Flynn, Vice Chair
Bob Cooper, Exec. Secretary**

Discussion: Bob described the purpose of the forums & estimated expenses:

Item	Rate/Hr	# hrs	Projected Cost	Vendor
Interpreters for Deaf	\$42.00	14.0	NA	CDHH paying directly
Ride Transportation (after hours)			NA	RIPTA paying directly
CART Reporting & Disk	\$310.00		\$2,170.00	Allied Court Reporters
Spanish Interpreters			\$ -	MPA for Spanish interpreters
Language Interpreters			NA	DHS will provide if requested

Printing - Brochures & Reports			\$500.00	
Newspaper Advertisements		per col. inch (2 col. X 10" high)		
RING - 21 papers			\$1,500.00	RI Newspaper Group Inc.
Hometown – 6 papers			\$ 779.00	Hometown Newspapers Inc.
Newport Daily / Independents - 3 papers			\$499.00	South County Newspapers
Pawtucket Times			\$ 394.00	Times
Providence American			\$ 408.00	Amerzine Co.
Providence Journal			\$3,313.00	Providence Journal
Westerly Sun			\$200.00	The Westerly Sun
Woonsocket Call			\$ 417.20	Northeast Publishing Co., Inc.
Providence en Espanol			\$300.00	Providence en Espanol
Nuevos Horizontes			\$ 200.00	Nuevos Horizontes
Subtotal: Newspaper Advertisements			\$8,010.20	
Total			\$10,680.20	
Pledged			\$7,470.00	
Balance			(\$3,210.20)	

Procedures for the forums were reviewed:

The Forum's Host:

1. Determine the order of speakers (divide speakers by amount of time available
(leaving time 10-15 minutes for - questions, wrapping up, misc.)
2. Start the meeting on time by welcoming everyone and introducing him/herself
3. Have panel members introduce themselves
(name and organization they represent)
4. If the group is small, asking the attendees to introduce themselves and maybe move up closer (even have everyone gather around a table)
5. Remind everyone present to sign the attendance sheet and pickup materials (handouts)
6. Mention that there are Assistive Listening Devices available
(direct them to the "greeter")
7. Mention location of public phone and restrooms and offer refreshments if available
8. Read –
"The purpose of these public forums is to identify the concerns of people with disabilities and their families in order to assist the State develop programs to improve the quality of live of people with disabilities."

Timekeeper (volunteer from the panel)

to advise "host" when each speaker's time has expired and track
Record on the sign up (attendance sheets) the order of speakers in the left column (and in the same column the names of any questioners from the panel) then is needed to match up speakers on the transcripts).

Panel Members' role

(each sponsor should arrange to have a panelist at one of the forums)

Listen (and not react to the comments made)
Ask clarifying questions to the speakers and
Make notes of those comments.

Real-time Captioner

Record what is said – projected onto an overhead screen so people who are hard of hearing and know what is being said and

Provide a transcript of the testimony for the sponsors' use.

Interpreters

Translate what is being said into American Sign Language, or other language

“Hint” for those who have not used interpreters before – ignore the interpreter and speak directly to the witness – don’t say to the interpreter “Ask her/him to clarify...” rather just ask the witnesses directly “Please clarify ...”

GCD Staff/Fellow

1. Set up sign-in table (next to room entrance)
2. Bring & set up Assistive Listening Transmitter at the front of the room, Give out and collect the Assistive Listening Receivers as requested
3. Ask attendees to sign in
4. Distribute the Forum handout to attendees
5. Provide the host with the initial sign in sheet at the start of the meeting and subsequent sign in sheets as needed

And at the end of the forum

1. Collect sign in sheets
2. Collect the ASCII disk from CART Reporter
3. Pick up the Assistive Listening Transmitter and
4. Collect the Assistive Listening Receivers & recharge overnight
5. Return everything to the Commission for distribution for the next forum

Several hosts of earlier forums made suggestions – each panelist should take some notes, to assist in matching testimony to the names and for the review of the testimony. Many questions were asked and “veterans” responded explaining how its been done and what to look out for – don’t close the forum until the posted time, in case someone arrives just before the scheduled end of the forum, reproduce the “directional signs” using colored paper to make it easier for people to follow, etc.

In September the sponsors will be asked to assign a member to one of the working groups that will review of the transcripts; identify findings and recommend solutions.

Adjourned at:	4:20 PM
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