

**CITY OF PITTSBURGH/ALLEGHENY COUNTY  
TASK FORCE ON DISABILITIES**

**August 27, 2002**

**MINUTES**

- Location:** 200 Ross Street, First Floor  
Pittsburgh, PA
- Members Present:** John Tague, Chairperson, Jeff Parker, Treasurer/Secretary, Aurelia Carter, Liz Healey, Ruth Brenyo
- Members Absent:** Linda Dickerson, Al Condeluci, Rich McGann, Bill Chrisner, Milton Henderson, Penny Perlman
- Others Present:** Eileen Stewart, Judy Barricella, Jan Mather, Chuck Keenan

The meeting was called to order by Mr. Tague at 10:15.

**Introductions:**

Each member present introduced himself/herself and those guests who had not attended meetings previously explained their responsibilities and interests.

**Approval of Minutes from July 25, 2002 Meeting**

Mr. Tague indicated that there was no quorum and, thus, the minutes could not be approved. This item will be revisited at next month's meeting.

**Financial Report:**

Mr. Parker outlined the general budget. He stated that the City-County Task Force was awarded \$25,400 for this upcoming fiscal year (July 1, 2002 to June 30, 2003) by Allegheny County, with United Cerebral Palsy being the fiscal agent for the funds. Mr. Parker noted that the budget is broken down as follows: \$2300 for Administration (Salaries/Fringe Benefits for administering the contract), \$5000 for Supplies and Materials, and \$18,000 for Other Costs. He also noted that this year's budget includes a carry-over of approximately \$800 that was unspent from last year. Included in last year's budget under the "Other Costs" category were \$13,158 for Printing through Marc Advertising as part of Disability Agenda initiatives, \$27 for Local Travel, \$231 for Postage, and \$7490 for Meetings/Workshops/Training.

Mr. Parker encouraged members to submit expense sheets (included in the agenda materials) for costs associated with attending and participating in the meetings. Such items would include parking, mileage, Access tickets, interpretive costs, and other costs that allow members to travel to and participate in meetings.

Mr. Keenan asked the Task Force about their preferences for food and beverages at the meetings, noting that they are costs that can be covered in the budget. Mr. Keenan indicated that the cost of food for the meeting is about \$10.00, but that coffee, juice, tea, and other beverages could be over \$50.00 for each meeting. The Task Force decided that food should continue to be provided at the meetings, but that each member should bring his or her own beverage.

### **Selection of 13<sup>th</sup> Task Force Member:**

Mr. Tague noted that the Task Force now has twelve members and that, at the previous meeting, the members were asked to bring with them today names of nominees for the last member. He also went on to say that the Task Force has members from many different disability groups, but that some groups are not represented and, due to the size of the Task Force, all groups will probably never be represented. He still reiterated the need for the Task Force to be as diverse as possible.

Ms. Healey nominated two members. She stated that both have worked in the public sector and both are hard of hearing, but do not use interpreters. They are both familiar with assistive technologies and can bring valuable experience from their work for governmental agencies.

Ms. Carter nominated a third person who is a parent of a child with Autism and who is a very strong advocate. She noted that the Task Force lacks a representative from this group, which is growing in number and is becoming more politically active.

No other nominations were made. Mr. Tague asked that the group table this discussion until next meeting, when more members will be present and other nominations can be made. He asked that a reminder be sent to all Task Force members reminding them to bring nominees to the next meeting, as a final vote on all nominations will be taken then. If a member cannot attend, he or she is encouraged to send the name of the nominee, along with his or her background and qualifications, to Mr. Keenan prior to the next Task Force meeting.

### **By-Laws or Guidelines to govern Task Force Activities:**

The Task Force discussed the need for by-laws or guidelines to govern Task Force activities and whether or not they are permitted given that members serve at the pleasure of the Mayor and County Executive. Ms. Healey asked Ms. Stewart how this issue is resolved with other advisory committees and task forces appointed by the Mayor. Ms. Stewart indicated that the Mayor typically nominates the members based on their expertise in each specific area and will usually defer to their judgement as experts as to how to best administer their committees.

Mr. Parker indicated that in order to receive money through the County, the Task Force is required to prepare a "Work Statement" that outlines its objectives and activities to be undertaken. In order to prepare this statement and receive financial assistance, Mr. Parker noted that the Task Force should have some structure and formal policies. Ms. Carter agreed with the need to have a formal structure and by-laws to govern meetings and activities.

Mr. Tague asked that the Task Force appoint a sub-committee to oversee the creation of by-laws and asked that Ms. Carter serve as Chair of that sub-committee. She agreed and Ms. Healey and Mr. Keenan also volunteered to serve on the by-laws sub-committee. They agreed to meet as soon as possible and to have a draft of the by-laws to the Task Force within two months along with questions to be resolved.

Mr. Tague noted that only five Task Force members were present at today's meeting and that the by-laws should include penalties for members who do not regularly attend meetings. He said that serving on the Task Force should be taken seriously and members should make every effort to attend scheduled meetings.

### **Disability Agenda Report:**

Ms. Barricella gave a report on the history of Disability Agenda and the its relationship to the Task Force. She noted that historically the mission of the Task Force is to advise the City and County administrations on policy issues that affect people with disabilities. The City has been asked to provide administrative support through the ADA Coordinator and the County was asked to provide funding through the Department of Human Services. Since its inception, Ms. Barricella remembers the Task Force meeting with the Mayor once and the Urban Redevelopment Authority once to discuss policy issues.

Jan Mather suggested that the Task Force submit a "Work Statement" and a more detailed budget to the County in order to apply for continued funding. This year's work plan states that the Task Force will fund Disability Agenda activities and advise the City and County on policies affecting people with disabilities. Disability Agenda is now part of the County Department of Human Services, where Ms. Barricella is employed, based on Mr. Roddey's decision to implement the recommendations outlined in the Disability Agenda 2000 Report. Ms. Barricella summed up by saying that the County Department of Human Services oversees the activities of Disability Agenda, but that the Task Force pays for some of its activities based on the Work Statement submitted to the County.

Disability Agenda is made up of six Work Groups: Accessibility, Education, Support Services, Housing, Employment, and Public Awareness. Each Work Group has a Chair and its own members and meets when needed. Ms. Barricella stated that the work groups are responsible for carrying out activities that are aimed at improving the lives of people with disabilities, but that their time and influence are limited. She said that the Task Force is responsible for larger, policy issues that require system changes and access to policy-makers.

Ms. Barricella gave the example of the Housing Working Group, which continues to see the need for visitability as a necessary policy in new housing construction. However, this group has been unable to focus its attention on this issue due to the time required to initiate a policy change of this magnitude. She feels that this will be better accomplished by the Task Force, whose members are appointed by the Mayor and who have access to him.

Mr. Tague stated that the Task Force and Disability Agenda need to better define their roles. He said that the Task Force needs to be an advocate for policy change, but still needs some oversight of Disability Agenda. Ms. Healey asked how long the Work Groups under Disability Agenda are going to remain active and how long it should take for them to implement change. She also asked if members from the Task Force were included in the Disability Agenda Work Groups, noting that there needs to be some exchange of information between the two committees.

Ms. Barricella gave a report on the projected budget for this fiscal year (July 1, 2002 to June 30, 2003). She plans to spend \$10,000 for developing and printing a Resource Guide, \$10,000 for a Housing Expo, \$1000 for the Arts Festival, and about \$2000 for monthly breakfasts for promoting the employment of people with disabilities. Ms. Barricella noted that the Task Force does not oversee this budget, although it is expected to fund these activities based on the Work Statement submitted to the County.

Mr. Tague noted that these expenditures, together with United Cerebral Palsy's Administrative Costs, leave little money in the remaining budget. Ms. Barricella asked the Task Force to develop a budget based on activities that it would like to perform in the upcoming year and the cost of each activity.

Ms. Healey asked that we table this discussion until the next meeting. She noted that each group must be able to work together and not become divisive over money allocated to each in the budget. She stressed that the Working Groups should be able to approach the Task Force on issues on which they need assistance in changing policy and the Task Force should be able to approach the Working Groups on performing activities that foster its needs.

Mr. Tague asked Ms. Barricella to bring a report to the next Task Force meeting so that it could begin to see where the Working Groups are working and where the Task Force may be able to assist them.

**Sub-Committees Report:**

Ms. Brenyo told the Task Force that she has a meeting with the Housing Authority City of Pittsburgh on September 5, 2002 at 1:30 P.M. to discuss the design of designated accessible units. She noted that one resident has to go across town to take a shower because she cannot get into the shower in her apartment. Ms. Brenyo asked that all members try to attend the meeting with her and to discuss similar issues faced by people with disabilities in Housing Authority units.

**ADA Coordinator Report:**

Mr. Keenan reported that he is in the process of updating the ADA Coordinator web page on the City of Pittsburgh's official site. He would like to host a page dedicated to the Task Force on that site, including the names of members, upcoming and past agendas, minutes, activities, and position statements on various issues from the Task Force. As many of the members were not present at the meeting, this discussion was postponed until next meeting.

**Adjournment:**

The meeting was adjourned at 12:40. Mr. Tague reminded all members to bring names and background information on the 13<sup>th</sup> member nominees for next meeting along with potential policy issues on which to work in the future.

THE NEXT TASK FORCE MEETING:	DATE:	September 26, 2002
	TIME:	10:00 A.M.
	LOCATION:	United Cerebral Palsy 4638 Centre Avenue, Oakland

Subsequent meetings are scheduled at 10:00 A.M. on the following dates and will be located at 200 Ross Street unless the Task Force is notified otherwise.

Tuesday, October 29, 2002  
Tuesday, November 26, 2002  
Tuesday, December 31, 2002