

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

October 29, 2002

MINUTES

Location: First Floor Conference Room
200 Ross Street
Pittsburgh, PA

Members Present: John Tague, Chairperson, Jeff Parker, Treasurer/Secretary, Ruth Walter Brenyo, Aurelia Carter, Al Condeluci

Members Absent: Bill Chrisner, Linda Dickerson, Liz Healey, Milton Henderson, Rich McGann, Paul O'Hanlon, Penny Perlman

Others Present: Eileen Stewart, Jan Mather, Chuck Keenan

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

Introductions:

Each member and guest present introduced himself/herself and explained his or her responsibilities and interests.

Approval of Amended Minutes from August 27, 2002 and Minutes from September 26, 2002 Meetings:

Mr. Keenan reminded members that the minutes from the August 27, 2002 meeting have not yet been approved. He noted that members had offered corrections to the minutes from that meeting of the Task Force and that he sent those amended minutes to members via e-mail last week and that they were also included in the packet for the meeting today. No further corrections were offered by the members in attendance.

Mr. Condeluci moved that the previously amended minutes of the August 27, 2002 meeting BE APPROVED. Mr. Parker seconded the motion. The motion to accept the minutes as previously amended was approved unanimously.

Mr. Keenan indicated that the minutes from the September 26, 2002 meeting were also sent via e-mail and were included in the packet of materials for today's meeting. He further noted that no changes were offered by the members to date. Mr. Condeluci moved that the minutes from the September 26, 2002 meeting BE APPROVED as presented. Ms. Carter seconded the motion. The motion to accept the minutes as presented was approved unanimously.

Financial Report:

Mr. Parker handed out a detailed Budget Summary of monies spent to date under the City-County Task Force for fiscal year 2002-03. He explained the general budget and went over in detail expenditures month by month since July 2002, including a breakdown of United Cerebral Palsy administrative expenses, travel, food, and interpreters.

Since last month's Budget Summary, Mr. Parker has added an Accounts Payable Box, detailing monies that have been expended, but that have yet to be invoiced and paid. He also added a second Accounts Payable column that outlined all encumbered monies and recurring payments in order to arrive at a "budget" of remaining monies that can be used for future activities, which is estimated to be approximately \$8300 for the fiscal year.

Mr. Parker also added a column to the Budget Summary that revised the "Other" category in the budget proposal to the County Department of Human Services into a more detailed breakdown of expenditures. This "Other" category is now comprised of Meetings, Moderators, Administration, and Interpreters. A further breakdown of Disability Agenda activities was also provided in another column of the Budget Summary. All members complimented Mr. Parker on his hard work on the budget and in making it more detailed and descriptive. Mr. Parker mentioned that he hoped that this more detailed budget could be used as a basis for issuing reports to the County Department of Human Services on Task Force expenditures and activities.

Mr. Condeluci reiterated some of the contents of this fiscal year's budget, including a line item for \$12,000 for Disability Agenda activities. Mr. Condeluci was concerned about the consequences of Disability Agenda expenditures exceeding this amount and making sure that the Task Force would not be forced to give up some of its funds to cover any expenditures in excess of that allocated amount. He wanted to make sure that the Task Force had a process in place to petition the County Department of Human Services for this extra money to ensure that the Task Force maintained its level of funding.

Selection of Thirteenth Member:

The Task Force discussed the need to add its thirteenth member as soon as possible. Members expressed their desire to have a group of members representative of as many different disabilities as possible, including parents of children with disabilities, and having members who will actively attend meetings and other functions.

Mr. Condeluci believed that he had found a person to nominate for the Task Force, but that he needed to verify her willingness to serve. He explained her qualifications to the group and all agreed that she would be a qualified candidate given her willingness to serve. Mr. Condeluci said that he would ask her if she would like to become a member. If she agrees, the Task Force then agreed to take a voice vote prior to next month's meeting to confirm her place on the Task Force. Mr. Keenan asked that he be sent a resume or other biographical information so that he could pass it on to other Task Force members and the City and County administrations for their review prior to a vote being taken. Mr. Keenan also expressed his desire to have the election of the final member take place as soon as possible, as he felt that the group's upcoming press conference will be centered on the final person selected to the new and expanded Task Force. He noted that such an event cannot take place until this is finalized.

Mission Statement/Task Force Priorities:

Mr. Tague read aloud the mission statement adopted by the original Task Force members at its inception. He then read a revised statement, making two notable changes to the original, that were proposed by the subcommittee created to examine the mission statement. The two major changes to the mission statement were broadening the scope of the Task Force to more than employment and eliminating a statement near the end that noted that a goal is to eventually eliminate the need for such a task force in the future. Mr. Tague also read the Guiding Principles adopted by the original Task Force members, noting that the subcommittee made no recommendation to change these principles.

A brief discussion of the revised Mission Statement followed. Mr. Parker noted that many Task Forces are set up for a temporary task and, once it is accomplished, they typically dissolve. Mr. Tague agreed, but also noted that he could not foresee a time when the Task Force will not be needed and that it will always have tasks to perform and issues to address. All members in attendance agreed with Mr. Tague's analysis. Mr. Tague asked if the Task Force should wait to get more comments on the proposed changes or if it should move to adopt the statement as presented. The group's consensus was to move on with the statement as it was revised. Mr. Condeluci moved that the revised Mission Statement BE APPROVED. Mr. Parker seconded the motion. The motion to adopt the Mission Statement as presented passed unanimously.

Sub-Committees Report (By-laws):

Ms. Carter chairs the By-laws Subcommittee and she reported that she has received no comments on the draft of the Task Force Guidelines presented at last month's meeting. Mr. Tague and Mr. Keenan highlighted areas where the subcommittee sought comment from the Task Force, including Article IV Membership and Article VI Officers. A brief discussion of those articles followed.

Mr. Tague asked whether or not the Task Force members should have term limits and, if so, how they would be determined. Since members serve at the pleasure of the Mayor and County executive, Mr. Condeluci suggested that members serve for terms that correspond to the terms of those officials. He offered that those members who had served since the inception of the Task Force serve a term in accordance with the County Executive and those who have recently been appointed serve a term in accordance with the Mayor. This would mean that the more tenured members would have their terms expire in 2004 and the newer members would have their terms expire in 2006. Members would have an opportunity to resign or seek reappointment from the newly elected official at that time. All members in attendance agreed that this made sense. Mr. Keenan said that he would change the Guidelines to reflect these changes and get them to the members prior to the next meeting.

The Task Force also discussed the composition of the Executive Committee, noting that the Guidelines currently name the chairs of all subcommittees to that body in addition to the Chair, Co-Chair, Treasurer, and Member At-Large. The Task Force agreed that the subcommittee chairs should not serve on the Executive Committee. Mr. Tague asked Mr. Keenan to note this change as well when revises the Guidelines prior to the next meeting. He agreed to make these changes and to send them out to members as soon as possible. The Task Force agreed that the Guidelines should be distributed to all members prior to the meeting scheduled for November 26, 2002 and that a final vote should be taken at that meeting. All members should read the Guidelines and offer changes prior to that meeting so that the Guidelines can be adopted. Mr. Keenan agreed to send a reminder to that effect when he sends the revised Guidelines to all members.

Sub-Committees Report (Housing):

Ms. Brenyo reported on her meeting with the Housing Authority City of Pittsburgh (HACP) on September 5, 2002 and the progress that the Committee has made since that time. She noted the Housing Authority's willingness to work with the Housing Committee as they begin to construct new units and renovate others in their inventory.

Mr. Tague suggested that the name of the subcommittee change to the Design Committee in order to reflect the expansion of that committee's focus to issues beyond housing only. He also noted that he and Mr. O'Hanlon are working on the letter to HACP to establish a relationship between the Housing Committee and HACP that would allow each to participate in light of the lawsuit between HACP and the Disabilities Law Project.

Visitability Update:

Mr. Tague gave a brief summary of a Visitability Ordinance introduced to Pittsburgh City Council by Councilman Jim Ferlo and others on October 9, 2002. He also reported on testimony presented at a Public Hearing on October 24, 2002 to discuss the impacts of the Ordinance and efforts on behalf of local advocates to see that it is passed.

Mr. Condeluci suggested that Mr. Tague and Mr. O'Hanlon, acting as Task Force Co-Chairs, write a letter to Mayor Murphy asking him to support the Ordinance. He also asked them to copy County Executive Roddey so that he is aware of the Task Force's position. Mr. Tague agreed with the suggestion and will work with Mr. O'Hanlon on the letters.

ADA Coordinator Update:

Mr. Keenan reported that he is in the process of updating the ADA Coordinator web page on the City of Pittsburgh's official site and that it should be on-line within a week. He noted that the page includes a link to the Task Force, including the names of members, upcoming and past agendas, minutes, activities, and position statements on various issues from the Task Force.

Adjournment:

The meeting was adjourned at 12:00.

THE NEXT TASK FORCE MEETING:	DATE:	November 26, 2002
	TIME:	10:00 A.M.
	LOCATION:	First Floor Conference Room 200 Ross Street Pittsburgh, PA

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, December 31, 2002