



Town of Sheffield
Commission on Disabilities
Town Hall – 21 Depot Square
P.O. Box 325
Sheffield Massachusetts 01257



Friday, September 19, 2014

Sheffield Senior Center

2:30 PM

Commission Members Present: Laura Grunfeld, Chair
Dave Wells, Clerk
Lakhan Verma
Absent: Gail Mullen
Visitors: Nan Wells

Grunfeld called the C.O.D. meeting open at 2:30 PM

AGENDA ITEMS:

- 1.) **APPROVAL OF MINUTES:** It was moved by Grunfeld that the minutes of the Sheffield Commission on Disabilities for August 15, 2014 be approved. The Grunfeld motion was seconded by Verma, and with no further discussion, the minutes were unanimously approved as presented.
- 2.) **SHEFFIELD TIMES' ARTICLE SUBMISSION:** Discussion followed regarding a previously discussed C.O.D. article submission for the *Sheffield Times'* which would focus on encouraging new C.O.D. membership, visitors and, also, encourage Sheffield residents to consider using the C.O.D. as a resource for disability issues. The consensus was that Grunfeld would ask Mullen to write this article to meet the *Sheffield Times'* October 15 article submission deadline.
- 3.) **SMALL C.O.D. SHEFFIELD TIMES' AD:** C.O.D. member consensus was that the C.O.D. small ad appearing in the *Sheffield Times* should be left as is with no revisions.
- 4.) **EVALUATION OF THE SHEFFIELD IN CELEBRATION 2014 FAIR** [Over all, C.O.D., and suggestions for next year 2015]:
 - From our observations, the 2014 Fair was a total success
 - The C.O.D. had a number of success stories which were shared by members: A few residents reached out to the Sheffield C.O.D. with serious disability issues. Some avenues that might be of help to those individuals were offered. Our sponsoring, this year, the Service Handler,

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CONTINUED:

Pat Sheely, and Service Animal, Shadow, were a draw all day and a highlight of the day. The consensus of the C.O.D. was that this year's Sheffield in Celebration Fair was a totally rewarding experience for Sheffield residents, for us, and to Pat and Shadow, as well.

- Suggestions for next year were doing some grading around the perimeter of the pavilion, paving a way to the disability port-a-potty for easier access.

5.) UPDATE ON INTEREST RESPONSES TO HAVING A C.O.D. SERVICE ANIMAL SEMINAR:

Although Pat Sheely's and Shadow's visit to the Sheffield In Celebration Fair was an enormous success, we have had no interest responses, to date, from the Sheffield Times' article we submitted nor from the Sign-up sheet we had on the C.O.D. table at the Fair to have the C.O.D. sponsor a Service Animal Seminar. The C.O.D. still felt that it might be well worth our while to consider providing an ADA informational Service Animal Seminar as it pertains to businesses.

6.) C.O.D. THANK YOU NOTES: Wells was asked to send thank you notes to Pat Sheely, Trudy Weaver Miller, and Kathy Orlando for their endless efforts to help make the Sheffield in Celebration Fair of 2014 such a success.

7.) CAM TRAINING SEPTEMBER 10-11, 2014 IN PITTSFIELD SPONSORED BY ADLIB:

Grunfeld reported that all Towns need to do a self-evaluation of Title II ADA Compliance. This report is a living document and must be updated yearly. It is recommended that C.O.D.s, which are comprised of volunteers, not be fully responsible for conducting the self-evaluation. They may be involved but more expert advice should be sought. To that end, Chris Becker of the Massachusetts Office on Disability offered to assist by coming to Sheffield to conduct an onsite assessment at no charge. The report must cover all Town facilities and programs. Grunfeld E-Mailed this information on to Rhonda LaBombard, Town Administrator. Grunfeld will let us know when she receives a response from LaBombard regarding the Title II ADA Town self evaluations.

8.) CHAIR'S AGENDA ITEMS:

- Local Alcohol Licensing Authority document from the Massachusetts Office on Disability - all Sheffield C.O.D. members were asked to read before attending this meeting. This document, which is on file in the C.O.D. Minutes, reminded all businesses that they MUST honor Massachusetts Identification Cards as acceptable proof of age for purchasing alcohol. *It was moved by Grunfeld that this information be E-Mailed on to Rhonda LaBombard, Town Administrator as an FYI. Grunfeld's motion was seconded by Verma, and with no further discussion, the Grunfeld motion was unanimously approved as moved.*
- Grunfeld E-Mailed Mullen asking her to please submit next article to the *Sheffield Times* see #2.

9.) NEW BUSINESS:

- Block Grant Implementation: There will be 2 Committees formed of 5 members each, according to the Sheffield Board of Selectmen. The B.O.S. hopes that a member of the C.O.D. would volunteer to serve on each or both of these committees. This information was shared by Wells, who attended the Board of Selectmen's meeting in which this decision was made.
- Wells reminded all that there was a Berkshire County Sheriff's Communication Center E-Mail which provided a NEW GeoCast Web Emergency Reverse 911 self registering site link. This is another important and helpful emergency information sharing system that is now in place.
- Wells brought up that the Sheffield Blackboard Connect [Reverse 911] is still not being used as effectively as it could be. It was decided, by consensus, that this issue will be discussed at our October 17 C.O.D. meeting.
- The next C.O.D. meeting will be Friday, October 17, 2014 at the Sheffield Senior Center at 2:30 PM unless otherwise notified.

10.) COMMUNICATIONS: Wells shared the Town Financial Report document which notified all Boards, Commissions, etc. of current budget status which had been picked up from the C.O.D. mail box at the Town Hall.

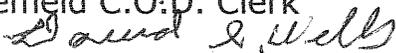
The meeting was moved to be closed by Wells and seconded by Grunfeld, and with no further discussion, the meeting was unanimously moved to be closed at 4:10 P.M.

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:10 P.M.

Respectfully submitted:

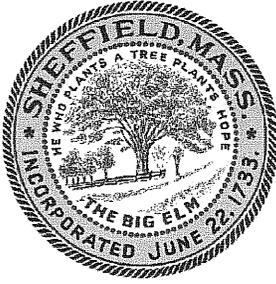
Dave Wells

Sheffield C.O.D. Clerk



The following documents were reviewed during the Commission's meeting and have been retained as required by Massachusetts Public Retention Policy:

1. Berkshire Sheriff's Office self-registration site for the NEW GeoCast Web Emergency Reverse 911 E-Mail document
2. Grunfeld E-Mails (2) to Town Administrator, Rhonda LaBombard
3. Grunfeld E-Mail to Gail Mullen
4. Local Alcohol Licensing Authority document from the Massachusetts Office on Disability
5. September 2014 Sheffield Financial Report for Departments, Boards, Commissions, Town entities etc., an update of expenditures



TOWN of SHEFFIELD
Commission on
Disabilities
AGENDA



The Commission will meet *Friday, October 17, 2014

at the Sheffield Senior Center at 2:30 PM

***PLEASE use side door**

The following Agenda items are for review and possible action

1. Approval of the September 19, 2014 C.O.D. Minutes
2. Sheffield Times October 15 deadline article -which would encourage new members and visitors to be a part of the Sheffield C.O.D. as well as to seek disability resources they may need from the C.O.D.
3. New submission for small C.O.D. *Sheffield Times'* ad
4. Local Blackboard Connect/Reverse 911
5. UPDATE on Berkshire Sheriff's Office self-registration site for the NEW GeoCast Web Emergency Reverse 911 System
6. C.O.D. Thank you notes
7. Article for the next issue of the *Sheffield Times*
8. Responses from Grunfeld's September E-Mails
9. Interest in serving on one or both of the 2 open C.O.D. slots for implementing the Block Grant
10. C.O.D Seminar [ADA Service Animal rights as they impact businesses] or another topic of interest
11. E-Mail re: The US Fish and Wildlife Refuge Announcing A Universally Accessible Trail in Hadley, MA Opening, October 25 -
12. Chair's agenda items
13. New Business
14. Communications

All agendas are subject to change and items requiring extensive discussion or prior research will be placed on a future agenda so that the issue can receive appropriate attention

***A larger print version of this AGENDA will be available, upon request,
at the Town Administrator's Office