

**Minutes**  
**Advisory Board on the Americans with Disabilities Act**

Thursday, February 7, 2013

231 Capitol Avenue  
Hartford, Connecticut

Members present: The Hon. Patrick L. Carroll III, Chair; Atty. Mark Ciarciello, Ms. Sandra Lugo Gines, Atty. Stephen N. Ment, Atty. Pamela Meotti, Ms. Mary Sitaro, Atty. Thomas Smith, Atty. Cynthia Theran.

Also present: Legal Services Attorney Maureen Finn, and Heather Collins, support staff. A member of the public was also present.

- I. Welcome: Judge Carroll called the meeting to order at 2:35 p.m. and thanked the members for proceeding with the January 24<sup>th</sup>, 2013 meeting in his absence.
- II. Approval of Minutes of January 24, 2013 meeting: The minutes were accepted and approved by those who attended that meeting.
- III. Discussion of development of Annual Report to Chief Justice Chase T. Rogers: Judge Carroll began by noting that efforts of the Board, in supporting the Branch's continued compliance with the Americans with Disabilities Act, are extremely important to the Chief Justice. Increasing access to justice for all people is the first goal of the Branch's Strategic Plan, and the Board's efforts fully support that. It was noted that there were four responses to the Board's online "NOTICE" requesting non-case specific recommendations regarding ADA accessibility in the court system, and the members received copies of those emails. The members discussed the development of a number of potential recommendations to be made in the Board's coming report to the Chief Justice. Parking remains an issue and there was also discussion about physical accessibility at some facilities. In general, the Board will make recommendations to the Chief Justice related to: policies; online information accessibility; ADA accommodation availability; tracking complaints; improving signage where applicable; supporting plain language principles; and uniformity. When completed and accepted by the Chief Justice, the report will be made publicly available on the Board's website.
- IV. Future meetings: The Board will meet again within the next three months but no specific date, time or location was set.
- V. Adjourn: The meeting adjourned at approximately 3:45 p.m.