

Minutes of
The Connecticut Judicial Branch
Advisory Board On
The Americans with Disabilities Act
Monday, February 24th, at 1:00 p.m.
Attorney Conference Room at
231 Capitol Avenue, Hartford, CT

In attendance: Judge Patrick L. Carroll, Chair; members: Atty. Mark Ciarciello, Atty. Eileen Condron, Ms. Christine Elkins, Atty. Deirdre McPadden, Atty. Stephen Ment, Atty. Pam Meotti, Atty. Tom Smith, Ms. Mary Sitaro, Ms. Sandra Lugo-Gines.

Members absent: Atty. Cindy Theran.

Also present: Ms. Heather Collins, support staff to the Board; Mr. Daniel Irace, Court Operations.

- I. Welcome by Judge Carroll and introduction of new member, Charles Epstein, representing Judicial Marshal Services.
- II. Approval of minutes of December 12, 2013 meeting: Moved by Atty. Ment, second by Atty. Condron, motion approved unanimously.
- III. **Updates on implementation of the recommendations** made in the [Board's first Annual Report](#) ([Hyperlink to the Board's 2013 Report to the Chief Justice](#)) to Chief Justice Rogers:
 - A. **Training: Ms. Elkins and Ms. Lugo-Gines** reported that they are working together to create a training for Judicial Branch staff on the role of service animals and people with disabilities, and complying with federal mandates. It is expected that the training will be rolled out in the spring, with Ms. Elkins providing training to groups of staff around the state. **Ms. Lugo-Gines** also reported that she and **Mr. Irace** have continued their outreach to employees via the "Nuts & Bolts" training that they developed, which gives employees an overview of the Act and the accommodation process; more than 150 have attended thus far. Ms. Lugo-Gines also reminded the Board that the Hidden Disabilities training is ongoing through the fall, and encouraged the members to attend if they have not; more than 350 staff have completed the training. **Ms. Sitaro** reported that website/document accessibility training is available online, through the Learning Management System, and that nearly forty Judicial Branch developers have completed the training.
 - B. **Signage: Atty. Ment** met with the Litchfield Historical District Commission on Feb. 6 about allowing the Branch to post a *Wheelchair Access* sign outside of the courthouse. That commission approved the request, and a sign was ordered; it will be installed when the ground thaws.

- C. **Facilities:** **Atty. Ciarciello** reported that bathroom accessibility project in New Haven has been completed. **Atty. Finn** said that she would develop a policy for Branch staff clarifying that the Branch does not provide wheelchairs, as they are an item of a personal nature. The Board will review the policy.
- D. **Outreach: Probate Court:** **Ms. Lugo Gines and Mr. Irace** met with Probate Court Judge Knierim and another person from Probate about the ADA. **Ms. Lugo-Gines and Ms. Sitaro** told the Board that they are in the early stages of developing the technology resources for soliciting and storing submissions for another Judicial Branch art display. The idea is to feature artworks by artists with disabilities in jury rooms around the state. Ms. Lugo-Gines is in contact with the state Office of Culture and Tourism on an artist registry program.

IV. Any other business for discussion purposes only: None

V. Schedule next meeting: It was agreed that the next meeting would be in May, after the legislative session ends, at a date and time to be announced.

VI. Adjourn