

**Town of East Haven CT  
AMERICAN DISABILITIES ACT COMMISSION  
MINUTES**

**January 14, 2010, 7:05 PM,  
MARIO GIAMO ROOM TOWN HALL**

Roll call was taken:

Seated from the committee were Norman DeMartino, Michele Dupree, Robert D. Hoff, Joseph Vellali, Kerry Martens

Absent was Linda Carlson

Also in attendance were: Fire Commission Chairman Robert Lee and Fire Commissioner Tommy Letis

Michele Dupree moved to accept the minutes, Joseph Vellali seconded the motion. The minutes from the previous meeting were accepted as read.

Norman DeMartino moved to go to item number 7 on the Agenda. This was seconded by Joseph Vellali. All were in favor.

Fire Commission Chairman Robert Lee discussed the 911 system in town with Computer Aided Dispatch (CAD) capabilities. He recently met with the Fire Chief. He was here tonight to discuss with the committee the new Everbridge 911 capabilities. He discussed what apparatus in town would have CAD. He discussed the new Everbridge 911 system the town will be transferring to. Robert Lee mentioned there is still training to be done on this new Everbridge system, and there are some kinks in this new system. Robert Hoff asked about the kinks in the system.

Robert Lee discussed the need for town residents to fill out a form to enable them to be registered on this new CAD system. This would allow their individual medical issues or disabilities to be viewed on the CAD screen by emergency personnel who were responding to treat our residents in an emergency situation. He showed committee members the actual form residents would be asked to fill out to register their needs with the fire department. This form is available at the fire department. Michele Dupree discussed pros and cons of the SNET registration form for residents and the limitations. Joseph Vellali thought it would be a good idea to have these forms available for residents to fill out on the town hall website. Robert Lee then said the Fire Chief is going to try to send text and voices messages

to people to inform them that if they have disabilities or medical issues they are eligible to register them with the fire department. He then mentioned that residents should both register with the telephone company and the town fire department. It was then discussed if there were additional means available for letting people know that this service of registration was available for town residents. Norman DeMartino discussed various methods of making residents aware of the registry such as a reverse 911 call, town website, ETV if residents have Comcast. Michele Dupree will follow up with the Fire Chief regarding informing the residents and possibly obtaining an updated registration form.

Norman DeMartino moved that Michele Dupree contact the Fire Chief about 911 registry issues. Joseph Vellali seconded. All were in favor.

The committee discussed next item 4 regarding a possible mission statement and a means of determining what elements should be in it. Michele Dupree suggested a possible subcommittee should look into this. Norman DeMartino suggested members email each other ideas for a mission statement. Michele Dupree moved the committee have a subcommittee to work on writing a mission statement made up of Kerry Martens, Joseph Vellali, and herself. Joseph Vellali seconded. All were in favor. This subcommittee will bring back ideas for a mission statement for the committee to decide.

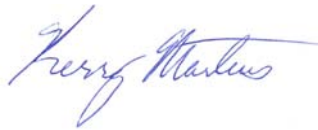
Dates and locations were discussed for the Autism Conference. May 13<sup>th</sup> and 20<sup>th</sup> were discussed as well as possible locations such as the senior center and the beach house. Kerry Martens moved to delete the word autism from the event and insert disability. Michele Dupree seconded. Kerry Martens noted this would allow for broader conference topics, and we might be less likely to miss a target group. All were in favor. Norman DeMartino moved possible conference dates of May 13 and May 20<sup>th</sup> with locations of either the senior center or the beach house. Joe Vellali seconded. All were in favor. Possible topics for the conference were discussed. Michele Dupree mentioned people can come in and talk about housing and modifications needed for people with disabilities. Also sources of funding could be discussed. Kerry Martens mentioned the making of wheelchair ramp and where to gain the proper permits could also be discussed. Joseph Vellali stated we could bring forms for the 911 registry, information on the changing 911 system, and have possibly a specialist talk about nutrition. Robert Hoff mentioned possibly having the building inspector come to the conference. Michele Dupree moved that she would email Robert Hoff suggestions for possible topics to allow the committee to decide. Joe Vellali seconded. All were in favor.

Joe Vellali and Robert Hoff discussed past responses from the town when requesting ADA information. It was then discussed that the committee FOI Paul Hongo for the required ADA self evaluation and ADA coordinator information. A draft of a letter was discussed with some changes made. Michele Dupree moved that the committee send a letter certified mail requesting the ADA self evaluation and information on the ADA coordinator position. If no response in 21 days an FOI complaint could be filed. Joe Vellali seconded. All were in favor. Michele Dupree discussed how we could help the town with documents once received.

Joe Vellali moved to adjourn. Norman DeMartino seconded. All were in favor.

The meeting ended: at 8:35.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kerry Martens". The signature is written in a cursive style with a long horizontal stroke at the end.

Kerry Martens