



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**ACCESSIBILITY STEERING COMMITTEE
Friday, June 12, 2020 – 10:00 a.m. – Teams Meeting**

Members: Kevin Greco (Chair), Bill Chopp (Trustee), Terri-Lynn Zakrzewski (Secretary), Lou Citino, Dave Buist, Sue Chmiel, Christine Dragojlovich, Kerri Chartrand, Anah Figueiredo, Caroline Freibauer, Scott Keys, Debbie King-Bonifacio, Philip Kuckyt, Tom Laracy, Carmen McDermid, John McDermid, Terre Slaght, Dianne Wdowczyk, Guo Wu, Rita Raposo, Rachel Moreau

Absent: Carlo Fortino

1. Opening Prayer

Kevin led us in an opening prayer.

1.1 Approval of the Agenda – June 12, 2020

Moved: Phil Kuckyt

Seconded: Dianne Wdowczyk

Approved

1.2 Approval of the Minutes – November 28, 2019

Moved: Dianne Wdowczyk

Seconded: Anah Figueiredo

Approved

2. Committee and Staff Reports

2.1 Information/Communication/Technology

No report.

2.2 School Libraries

School libraries are obliged to provide translating as requested by 2020 and we are still working on this. Virtual books have been requested and the Hub will assist in providing this service.

The operating system "Insignia" cannot host the virtual library. Brian Englefield is having a virtual library meeting next week. We are looking at having frequently used books on hand so they are readily available.

2.3 Design of Public Spaces/Facilities Audit

We are currently establishing a working document for items that need to be completed to facilitate an audit. We are continuing to improve accessibility in the schools. Any new projects that are being completed always take into account accessibility requirements. The goal is to get the audit and to comply with it.



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2.4 Employment/Customer Services

Human Resources is compliant. Integrated accessibility requirements have been met.

3. Presentation

Rita Raposo reported that we are working with Keylingo Translations. They provide over-the-phone interpretation services and possible other translating services for critical documents / communications.

4. Compliance Reporting

Upcoming Due Dates:

Report - December 31, 2020

Websites must be Accessible- January 1, 2021

Next Report - December 31, 2023

Complete compliance- by 2025

5. Closing Remarks/Adjournment

Kevin wished everyone a safe summer and asked everyone to think about future meeting dates/times.

Next meeting date, time, location: TBD