

Disability Advisory Committee Minutes

3/10/2015

MEMORANDUM FOR THE RECORD

The Disability Advisory Committee met at 9 am on March 10, 2015 at the Lewis County Historic Courthouse. The Meeting Agenda is attached.

Attendees were:

Larry Grove, Lewis County Auditor
Mariann Zumbuhl, Elections Supervisor
Heather Boyer, Elections Specialist
Jack Harris, Disabled Community Member
Diana Haug, Toledo Senior Center Site Manager
Lynn McCord, Board Member of Work Opportunities

Welcome/Introductions:

The Auditor welcomed everyone and introduced the members.

Previous Improvements:

Larry discussed previous improvements made to and around the Historic Courthouse for disability access. The automatic doors were installed in the basement in 2007 using HAVA funds. The accessible ramp which was rebuilt during the Courthouse remodel in 2002.

Also discussed was the moveable, walk up ballot drop box that was installed in the lobby of the Historic Courthouse outside the Auditor's Office in 2009. And a drive up ballot drop box was installed at the Twin City Senior Center in 2012.

Current outreach locations, such as Post Offices, all School District offices, Libraries, etc. for voter registration was discussed, including easy access to online voter registration.

Recent Improvements:

The ballot drop box at the Historic Courthouse was lowered to within acceptable range for disability access.

Eubanks worked on interior automatic doors in the basement to slow the closing of the doors and to service automatic doors in the Auditor's Office to open and close smoother.

Facilities checked and documented the slope & rest areas of accessible ramp to basement of the Historic Courthouse. Confirmed all were within acceptable range for disability access.

The Elections website was discussed as to the appropriate Accessible Voting information we have for all voters.

Planned Improvements:

Plan for new signage around Historic Courthouse to direct people to the Accessible Voting Route was discussed. Jack made the comment that he did not see the automatic door paddle on the left side of the cement wall coming down the ramp. And there isn't signage to direct a person to that paddle. Also the door paddle inside on the left of the Auditor's Office was not seen either. Larry has since talked with Doug Carey from facilities and since they are wireless, both door paddles for the basement and Auditor's Office will be moved to locations more accessible.

Improving the signage at Twin Cities Senior Center for the drop box was discussed. The new metal signs will replace the sandwich board signs at all ballot drop box locations, which tend to blow over. Signs will have a consistent message and will be able to be removed during non-election periods.

The plan to install accessible, drive-up ballot drop box at Morton Senior Center was discussed, along with the planned signage. The cost of the drop box is approximately \$4,000 which will accommodate 1,000 to 2,000 ballots. Also discussed was how and when the drop box would be emptied every other day and locked up at 8 pm on election night. Larry told them we will have two people from the office pick up ballots every two days from the drop boxes in both Morton, when installed, and the Twin City Senior Center.

Education and Outreach:

Although the Auditor's website has information on the Accessible Voting Unit (AVU) Jack asked if people even knew about it. He wondered if they knew they could come to the office and vote the AVU. More education and outreach would be appropriate at any of the senior centers, newsletters, and in the local papers. Diana suggested putting an article or something about the AVU in the Town Crier. We could also partner with local agencies to include information regarding the AVU that focus on the aging and disabled in their newsletters.

We discussed how the disability information is listed in the Notice of Elections that are printed in the legal section of the paper for each election, and that most notices sent to the media include information for the disabled.

Heather has been contacting all high schools in the county to see if they would be agreeable to adding voting information/registration form to their packets for their graduating seniors. Discussed was either a card congratulating the graduate along with either the MyVote website information or an actual registration form.

We are now providing a voter registration form to all marriage license applicants to either register or change their legal name or address.

Lynn commented that in most civic classes in the high schools, the teachers will give students extra credit if they register to vote in class.

We will continue to research the best ways to identify and reach communities of individuals who may find the technology useful.

Access to Voting:

Larry talked about the street handicapped parking space near the ramp on the east side of the building (NW Pacific Ave). It has been grandfathered in and actually does not meet the handicapped parking regulations, but since the street is not wide enough, the City of Chehalis has no plans to change it at this time. Mike Strozyk, Central Services Director, has been in contact with the city to at least make the handicapped parking space (1) hour parking.

We will continue to monitor and review the accessible voting route to the Auditor's Office for voting accessibility. We will continue to monitor and review the ballot drop box locations and usage for possible and/or necessary modifications.

Discussed was possibly scheduling demonstrations of the AVU upon request between elections. This is a way we could show voters with disabilities how the eSlate (AVU) works and allow them to practice voting on the unit.

Ballot Drop-box locations:

We discussed the two current ballot drop boxes at the Twin City Senior Center and the Historic Courthouse. And the planned drive-up ballot drop box at the Morton Senior Center to be possibly installed before June.

Lewis County DAC Plan

An updated plan was reviewed by the committee.

The meeting was then adjourned.

After the meeting ended, the DAC members were taken to the Auditor's Office to see the Accessible Voting Unit that we had set up. It was explained that for the blind there were headphones for them to listen to all the information that is written on the actual ballot, from the date, the election type to all the wording of the proposition they would be voting on. Also these units have braille to help the voter use the select wheel and buttons.

3/10/2015 Disability Advisory Committee Agenda

- Welcome/Introductions
- Previous Improvements:
 - Automatic doors in Historic Courthouse
 - Accessible ramp re-work during remodel of Historic Courthouse
 - Ballot drop box at Twin Cities Senior Center
 - Current outreach locations for voter registration
- Recent Improvements:
 - Lowered height of ballot drop box at Historic Courthouse. The top of the box is now at a height of 47.25" and the slot for ballots is at 46". Well within the range recommended by Disability Rights Washington.
 - Worked with Eubanks to slow down the interior automatic doors in the basement of the Historic Courthouse and service the automatic doors into the Auditor's Office.
 - Documented slope & rest areas of accessible ramp to basement of Historic Courthouse
 - Website
- Planned Improvements:
 - New signage around Historic Courthouse to direct people to the Accessible Voting Route.
 - Improved signage at Twin Cities Senior Center
 - Accessible, drive-up ballot drop box to be installed at Morton Senior Center with signage.
 - New metal signs to replace sandwich board signs at all ballot drop box locations. Signs will have a consistent message and will be able to be removed during non-election periods.
- Updating Annual Plan
- Good Of The Order