



ACCESS APPEALS COMMISSION MINUTES

Regular Meeting Wednesday, November 15, 2017

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order by President Alyce Brown at 1:20 P.M.

COMMISSION MEMBERS PRESENT:

Ms. Alyce G. Brown, President
Mr. Arnie Lerner, Commissioner
Mr. William Scott Ellsworth, Commissioner
Mr. Walter Park, Commissioner

CITY REPRESENTATIVES:

Mr. Rick Halloran, Secretary

2. PUBLIC COMMENT:

(DISCUSSION)

Regina Dick-Endrizzi representing the Office of Small Business, addressed the commission regarding the Accessible Business Entrance program and their community outreach efforts. The Office of Small Business website has been updated with list of CASp inspectors familiar with working in San Francisco and guidelines for what to ask when hiring a CASp inspector. The website also has links to Department of Justice and responsibility of small business regarding ADA.

3. ELECTION OF OFFICERS

(ACTION)

The Commission bylaws require election of officers the first meeting in November. Commissioner Park was elected President and Commissioner Lerner Vice-President by a 4-0 vote.

4. REVIEW AND APPROVAL OF MINUTES:

(ACTION)

The minutes of the regular meeting held on September 13, 2017 were approved with amendments.

3. REVIEW OF COMMUNICATION ITEMS: (DISCUSSION)

Commissioner Blackseth sent an email expressing his disappointment for not being able to attend the meeting.

Holly Lung with Economic and Work Force Development sent figures for estimated cost of creating accessible entryways as requested by the commission.

City Attorney Office sent memo regarding what would constitute an unreasonable hardship. City Attorney Elaine Warren described the content of the memo and a short discussion with commissioners ensued. Commission Secretary Richard Halloran suggested the discussion be continued during agenda item 7.

5. AMENDMENTS TO THE RULES OF THE COMMISSION (BYLAWS): (DISCUSSION)

Changes to the commission's bylaws were adopted as amended by the commission by a 4-0 vote.

6. DISCUSSION OF ORDINANCE 16-51 MANUAL: (DISCUSSION)

Commission Secretary Richard Halloran lead a discussion regarding proposed changes to the information guide and manual. The discussion touched on how to evaluate an unreasonable hardship request when the work being performed is barrier removal only. The commission should use the concept of "readily achievable" found in the ADA to evaluate unreasonable hardship appeals. He described the forms and paperwork required for an unreasonable hardship request.

The conditions for the commission granting a time extension and the required forms/paperwork for extension of time request was discussed.

When entries cannot provide full compliance either because of technical infeasibility or an unreasonable hardship the applicant is required to provide alternative methods of offering goods and services (equivalent facilitation). The required forms/paperwork required for the request was discussed.

7. COMMISSIONERS AND STAFF QUESTIONS AND COMMENTS: (DISCUSSION)

Commissioner Brown requested that she wanted to attend the Accessible Business Entrance coordination meetings. Commissioner Park stated he plans on attending the meetings but would email Commissioner Brown if he could not make it.

8. ADJOURNMENT:

(ACTION)

The meeting was adjourned at 2:40 P.M.

Thank you,

Thomas Fessler
Senior Building Inspector
Department of Building Inspection
Secretary to the Access Appeals Commission