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Stamford Access 4 All, Mayor's Committee
Meeting Date: 12/18/14, 2pm
Location: Operations Conference Room, 10th Floor

Attending: F. Mercede, L. Ross, P. Magalnick, M. Levine, A. LiVolsi, E. Orgera, K. Burbank, M. Molgano, I. Lupinacci, T. Dec

M I N U T E S

Meeting called to order at 2:10pm.

Review of minutes from 11/20/14 meeting. Motion to approve by Ida Lupinacci. Seconded by Lolli Ross. Passed unanimously.

Frank Mercede led discussion of proposed logos for use on A4A letterhead, web page, business cards, etc. Collected committee feedback on typeface, font size, color choice and overall design and will coordinate with graphic designers for additional revisions.

Amy LiVolsi reported on her recent conversations with the Institute for Human Centered Design. Shared sample projects, budgets, timing and scope recommendations from them. Committee agreed it needs expert help developing these elements for its RFP and/or presentation. Lolli Ross will contact Gretchen at the CT Office of Protection & Advocacy to see what assistance she can provide. Amy will call the ADA Helpline for additional direction. Discussed option of "piggy backing" onto existing RFP, to help expedite process. Working to compile necessary information/data by March, 2015.

Kris Burbank reviewed A4A Project Plan, including proposed subcommittees' roles and responsibilities. Subcommittee chairs all agreed to serve in capacities outlined. Ernie Orgera and Frank Mercede will contact those committee members who have been less active to inquire about their future roles. Will also seek out new members who can add value and help connect A4A with important target audiences.

Tom Dec briefly reviewed suggested plans for a press conference and press release announcing the formation of the A4A Committee. It was agreed that we should have an accessible website available to consumers at the time of the announcement, and that the A4A logo should also be finalized before moving forward with any publicity. Mike Molgano will research website accessibility and call the head of the City's IT department to see what's currently available. Kris and Tom will further discuss publicity plans as part of their subcommittee work.

Amy instructed Kris to file a special meeting notice with the city, since our next A4A Committee meeting is to be held on Wednesday, January 14, 2015. Kris will also file a listing of all 2015 meeting dates with the city.

Motion to adjourn and meeting ended at 3:35pm.