



DISABILITY AND COMMUNICATION ACCESS BOARD

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DRAFT MINUTES

Standing Committee on Facility Access Meeting

Location: Virtual Location Via Zoom
Date: May 3, 2024
Time: 10:00 a.m. – 10:30 a.m.

PRESENT: Marie Kimmey, Chairperson; Ron Awa, Scott Fleming, Michael Nojima, Teri Spinola-Campbell, Board Members; Rodney Kanno, Glenn Arakaki, Elizabeth Pearson, Staff

ABSENT: Charlotte Townsend, Board Member

I. Call to Order
Review Remote Meeting Procedures

Chairperson Marie Kimmey called the meeting to order at 10:05 a.m. and reviewed the Virtual Meeting Procedures.

II. Roll Call/Introductions

DCAB staff and Board members introduced themselves.

III. Statement from the Public and Written Testimonies Submitted

No public statements or written testimonies were submitted.

IV. Approval of Committee Meeting Minutes

The meeting minutes of May 9, 2023 were approved as circulated.
(M/S/P Awa/Fleming).

V. Old Business

A. Document Reviews and Implementation of Fee Schedule – Update
Report on review fees collected and the number of document reviews
conducted between May 10, 2023 to May 2, 2024.

Rodney Kanno informed committee members that the Facility Access Unit (FAU) reviewed 1,009 projects from May 10, 2023 to May 2, 2024 of which 535 were new submittals. The FAU collected \$1,017,111.99 in fees during that same time period.

VI. New Business

- A. Fiscal Year (FY) 2024-2025 Plan of Action – Facility Access
Review the FY 2023-2024 Plan of Action section and Facility Access goals and objectives for FY 2024-2025 Plan of Action.

2. Facility Access

Facility Access ensures the maximum inclusion of persons with disabilities in society through the design and construction of buildings, facilities, and sites that are free of barriers.

The goals and objectives in the area of **Facility Access** are:

- 2.1 State and county buildings, facilities, and sites will be designed and constructed to meet the requirements of Section 103-50, Hawaii Revised Statutes.

Objectives:

- 2.1.1 Review State and county construction documents as required by Section 103-50, Hawaii Revised Statutes (projected number = 1,200 reviews). **(Priority 1)**
- 2.1.2 Issue interpretive opinions on State of Hawaii design guidelines for Section 103-50, Hawaii Revised Statutes, as requested, for the purpose of clarifying design requirements for State and county construction projects (projected number = 5 opinions), and post decisions sorted by the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and the Fair Housing Accessibility Guidelines (FHAG) sections and the Hawaii Outdoor Developed Areas Accessibility Guidelines (HODAAG), on the Disability and Communication Access Board's website. **(Priority 1)**
- 2.1.3 Review and decide upon site specific alternate design requests, per the public hearing process, for Section 103-50, Hawaii Revised Statutes projects. **(Priority 1)**
- 2.1.4 Review urban or project master plans to ensure that accessibility compliance is acknowledged at the earliest phase of planning. Monitor large projects in the conceptual stage by initiating contact with State and local government to offer assistance with accessibility issues and encourage dialogue with the Disability and Communication Access Board before and during the development of construction drawings. Provide technical assistance on urban, pedestrian planning committees to ensure inclusion of accessibility concepts. **(Priority 3)**
- 2.1.5 Monitor projects that have been published as starting construction or that are going out to bid but have not been submitted for review as required by Section 103-50, Hawaii Revised Statutes. Inform appropriate ADA Coordinators or Department/Agency by email that the project is required to

comply with Section 103-50, Hawaii Revised Statutes.
(Priority 2)

2.1.6 Maintain a list of construction projects reviewed under Section 103-50, Hawaii Revised Statutes for which staff have conducted a written document review. The list will be posted quarterly on the Disability and Communication Access Board's website. **(Priority 3)**

2.2 Design professionals, the building industry, facility managers, State and county agencies, and others will be educated about current and evolving design requirements, innovative design requirements and solutions, as well as other design information regarding access for persons with disabilities.

Objectives:

2.2.1 Provide technical information and assistance to design professionals on the requirements of the Americans with Disabilities Act Accessibility Guidelines (ADAAG), Fair Housing Accessibility Guidelines (FHAG), and other relevant design codes by responding to questions on design via meetings, faxes, email, and phone inquiries (projected number = 400 responses). **(Priority 1)**

2.2.2 Conduct or coordinate workshops and training sessions for 1) public works personnel, 2) the architectural and engineering community, and 3) user agencies on design standards, human factor requirements for persons with disabilities, access laws, and exemplary design (target = 10 workshops and/or conference). Workshops and training sessions will focus on the revised Americans with Disabilities Act Accessibility Guidelines (ADAAG), following its adoption by the U.S. Department of Justice and the Disability and Communication Access Board. **(Priority 2)**

2.2.3 Prepare a periodic "Access E-Bulletin" to inform design professionals and State and county project managers of the latest information on accessibility design standards and guidelines and distribute via email (target = 16 issues/year). **(Priority 2)**

2.3 Existing and new construction codes, standards, and policies relevant to facility access will include the current minimum requirements for accessibility for persons with disabilities.

Objectives:

2.3.1 Provide policy guidelines to State and local government to recommend adherence to the Americans with Disabilities Act Accessibility Guidelines (ADAAG), the Fair Housing Accessibility Guidelines (FHAG), the Hawaii Outdoor Developed Areas Accessibility Guidelines (HODAAG), or other

draft/interim guidelines of the U.S. Access Board as best practices; when such guidelines do not exist, provide appropriate design recommendations to ensure program access for persons with disabilities. **(Priority 2)**

2.3.2 Monitor and provide testimony to ensure that applicable codes incorporate or reference the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and Fair Housing Accessibility Guidelines (FHAG), and the Hawaii Outdoor Developed Areas Accessibility Guidelines (HODAAG) as a minimum. As appropriate, support changes that mirror best practices or expanded access for persons with disabilities. **(Priority 2)**

2.4 Existing codes, standards, policies, and practices shall be examined to provide recommendations for expanded coverage to those areas where no accessibility design guidelines exist, but where best practices can increase access for individuals with disabilities.

Objectives:

2.4.1 Monitor proposed guidelines and standards for increased access to buildings, facilities, and sites, equipment, and furniture and provide comment, as needed. **(Priority 2)**

2.4.2 Provide guidance to State and local governments to promote increased accessible housing or residential settings not covered by the Fair Housing Act or the Americans with Disabilities Act. **(Priority 2)**

2.4.3 Provide information on areas of acoustics, wayfinding, equipment, and other areas where existing guidance may provide greater functionality for persons with disabilities. **(Priority 2)**

Rodney Kanno provided staff's recommendation to the Facility Access section goals and objectives, which was "No Change." The Committee accepted staff's recommendations (M/S/P Spinola-Campbell/Awa).

Committee member Teri Spinola-Campbell inquired about wayfinding at existing curb cuts at locations where crosswalks have been removed. She asked how this issue will be addressed. Rodney Kanno said that he will follow up on this issue and coordinate with Bryan Mick, Program and Policy Development Staff Coordinator, who is staff to the DCAB Standing Committee on Transportation.

B. Report on 2024 Disability Access Conference.

Rodney Kanno reported the 2024 Disability Access Conference is scheduled for June 20 and 21, 2024 from 8:00 a.m. to 11:30 a.m. each day. The conference will feature presenters from the U.S. Access Board, and Bill Hecker of Hecker Design, LLC – Accessibility Consulting. The conference topics are Pedestrian Facilities in the

Public Right-of-Way; Accessible Parking Facilities, Dining & Retail;
Accessible Assembly, Performance and Sports Areas; and Common
Accessibility Issues, Litigation and Resolutions.

VII. Open Forum

There were no items raised.

VIII. Announcement of Next Meeting

The next meeting is TBD.

IX. Adjournment

The meeting was adjourned at 10:22 a.m.

NOTE: All votes were unanimous unless otherwise noted.

Respectfully submitted,

RODNEY KANNO