



# Department of Human Services

Doug Washburn  
Director

## KITSAP COUNTY DEPARTMENT OF HUMAN SERVICES

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William Dowling, Acting Director  
Phone: 253.370.1136.

**Veterans Assistance**  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

January 9, 2024  
10 a.m. to noon  
via Zoom

### AGENDA

[Click here to join the meeting](#)

Dial by your location

1 253 215 8782 US (Tacoma)

Meeting ID: 817 3874 2084

Passcode: 030600

1. **Introductions**
2. **Review Meeting Minutes** December 12, 2023 (attachment 1)
3. **Presentation:** Richard Becker Kitsap County Veterans Services
4. **Updates**
  - a. Week Without Driving campaign
  - b. City of Poulsbo Proposal for the accessible tricycles
  - c. Sea Discovery Center accessible door project
  - d. GCDE proposal to fund outreach activities
  - e. Olympic College Youth Rally
  - f. Advisory Group Work Plan
  - g. Bylaws review
5. **New Business**
  - a. No meeting in February
6. **Announcements**
  - a. Kitsap Public Health District Data Summit Highlights
7. **Delegation of Tasks Moving Forward**
8. **Meeting Dates:** March at 10 a.m.
9. **Adjourn**



## **Accessible Communities Advisory Committee**

**Tuesday, December 12, 2023**

**ATTENDING:** Ranae Beeker, Kris Colcock, Kat Woofter, JR Kinnison, Molly Brooks, Amanda Gonzalez, Jon Jones (Guest), Deborah Weinmann (Guest), Dianne Iverson (Guest), Justin Wing (staff), and Kirsten Murray (staff).

**MEETING:** Called to order at 10:11 a.m. by Kris Colcock. Introductions were made. JR moved to approve the minutes and Kat seconded. Unanimous vote to approve the November minutes.

### **Megan Mason-Todd (VP at Skookum) Adaptive cycling projects:**

Jon Jones (Vocational Supervisor, Skookum) attended in the absence of Megan Mason-Todd. Jon expressed the need to do something with cycling and accessibility and wants Skookum to be involved. Brainstorming sessions have been held with Zach Tomlinson (CIO, Skookum) spearheading those conversations. Funding from Skookum could be a component in the future but wants ideas from the Advisory group in terms of a plan for 2024.

Ranae discussed how they have re-focused the Advisory Committee with a goal to broaden the horizons next year. Ranae wants more people to be aware of their events, partnering with Skookum to gain exposure.

Jon mentioned the Skookum parking lot for a possible location for next year's Bikes for All event. That idea was perceived positively, as Ranae and Jon will continue to discuss options.

### **UPDATES:**

#### **a. Week Without Driving campaign:**

- The Week Without Driving (WWD) sub-committee consisting of Jamin, Amanda, and Ranae will be meeting in January to discuss next year's event. Ranae expressed that they have a good plan going forward, more details to come.
- Ranae spoke with Anna Zivarts (Director of Disability Mobility Initiative Program) about the WWD campaign, she is very impressed with what has been done involving Kitsap County. Anna wants to speak at the February ACAC Advisory meeting to get more involved.

#### **b. City of Poulsbo Proposal for the accessible tricycles:**

- Kirsten shared she wrote a draft contract between Kitsap County and The City of Poulsbo and sent it to Kim Hendrickson (Director, City of Poulsbo). Questions about how the billing works and drawing of the funds were discussed. Currently the legal department with The City of Poulsbo needs to review the contract.

**c. Sea Discovery Center accessible door project:**

- Kirsten shared that her and Bridget Anderson (Director, Sea Discovery Center) met with the Governor’s Committee on Disability Issues & Employment (GCDE). They presented a PowerPoint presentation showing how many people they serve, along with videos illustrating the need for an accessible front door.
- Kirsten explained that The Sea Discovery Center is under the umbrella of Western Washington University, but they are only responsible for the program inside of the building. It is clear to the committee that there is no other funding option. They haven’t heard back from the GCDE, more details to come.

**d. GCDE proposal to fund outreach activities:**

- Kirsten shared that she presented on the need to fund outreach in the community, estimating between \$1k-\$2k of funding. More details to come.

**NEW BUSINESS:**

**a. Advisory Group Work Plan:**

- The 2024 Work Plan sub-committee consists of Ranae, Amanda, and Brent. They will be finalizing the 2024 Work Plan with focus on Education, Recreation, and Cooperation. The goal of the Work Plan is to guide efforts going into next year, making sure the focus remains with creating high level ideas for the advisory group.
- Ranae reviewed the Advisory Group by-laws; focus will be on attendance and participation going forward into next year. Amanda and Molly will join Ranae in the by-laws sub-committee to assure the Advisory group stays organized and on course with what they want to accomplish in 2024.

**b. Olympic College Youth Rally:**

- On Tuesday, March 19th, high school students from across Kitsap will gather for the Youth Rally for Human Rights at Olympic College in Bremerton, sponsored by the Kitsap Safe Schools Network. The event is attended by student clubs working for social justice and human rights. The day will feature entertainment, opening and closing sessions, and break-out groups. The ACAC will have a table at this event and may be making a presentation. Volunteers for this event would be appreciated.

**ANNOUNCEMENTS:**

**a. Kitsap Public Health District Data Summit Highlights:**

- Ranae provided a summary of the topics involved during the Data Summit open house. The 2023 Community Health Assessment topics included Demographics and Social Determinants of Health, Environmental Health, Healthcare Access, Pregnancy and Birth, Mental Health and Wellbeing, Health Behaviors, Communicable Disease, Chronic Disease, Injuries, and Hospitalizations and Deaths.

- Ranae encouraged members to visit [Kitsappublichealth.org](https://www.kitsappublichealth.org) to review the summary page, containing a wealth of information about the topics.

### **DELEGATION OF TASKS / MOVING FORWARD:**

- Deborah Weinmann (Vice-Chair, Non-Motorized Facilities Citizens Advisory Committee) introduced herself sharing that she wants to attend more meetings to better update her Advisory Committee. Deborah expressed shared interest and wants to better collaborate with the ACAC Advisory group. If anyone has any questions for Deborah, you can email her at [trailtravelers@gmail.com](mailto:trailtravelers@gmail.com).
- Dianne Iverson (Vice-Chair, Leafline Trails Coalition) introduced herself sharing that there are 540 miles of trails spread across Snohomish, Pierce, King, and Kitsap Counties. She wants to know how they could better promote these trails, and how the public can gain better access to them in the future.
- Amanda shared her updates on the Poulsbo farmer's market. The application fee is \$20, with the application deadline of February 1. Once accepted, the booth is comped. There is non-profit/community booth space available one weekend a month where they will waive the weekly fee. Amanda will be reaching out to the Bainbridge Island Farmer's market next, more details to come.
- Molly shared the need for ADA updates at the Benedict House in Bremerton. She was asking for ideas on who to contact for grants to better help with updating two ADA bathrooms along with getting the downstairs better accessible. She also expressed the need for a ramp in the basement. Boeing Bluebills was brought up as an option, along with local construction companies, Rotary Clubs, and the Lions Foundation.

**NEXT MEETING:** January 9, and February 13, 2024, at 10 a.m.

**ADJOURNMENT:** The advisory meeting adjourned at 11:49 a.m.

## ATTENDANCE

MEMBERS	GUESTS	STAFF
Ranae Beeker Molly Brooks Kris Colcock Amanda Gonzalez JR Kinnison Kat Woofter  Jeff Vinecourt (Excused) Marsha Cutting (Excused) Jamin Mason (Unexcused) Brent Rotter (Excused)	Dianne Iverson, Safe Trails Deborah Weinmann, KC NMCAC Jon Jones, Skookum	Kirsten Murray Justin Wing



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## Accessible Communities Advisory Committee

March 12, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting

### AGENDA

[Click here to join the meeting](#)

Dial by your location

1 253 215 8782 US (Tacoma)

Meeting ID: 859 7223 5605 | Passcode: 961388

1. **Introductions**
2. **Review Meeting Minutes** January 9, 2024 (attachment 1)
3. **Presentation:** Anna Zivarts, Director of the Disability Mobility Initiative
4. **Action Items**
  - a. Approve advisory group work plan (attachment 2)
  - b. Approve bylaws revisions (attachment 3)
5. **Updates**
  - a. Week Without Driving campaign
  - b. City of Poulsbo Proposal for the accessible tricycles
  - c. Sea Discovery Center accessible door project
  - d. GCDE proposal to fund outreach activities
  - e. Olympic College Youth Rally
6. **New Business**
  - a. Staffing changes
7. **Announcements**
  - a. Kitsap Public Health District Data Summit Highlights
8. **Delegation of Tasks Moving Forward**
9. **Meeting Dates:** April 9 and May 14, 2024 at 10 a.m.
10. **Adjourn**



## **Accessible Communities Advisory Committee**

**Tuesday, January 9, 2024**

**ATTENDING:** Ranae Beeker, Kris Colcock, Kat Woofter, JR Kinnison, Molly Brooks, Amanda Gonzalez, Marsha Cutting, Jamin Mason, Brent Rotter, Jeff Vinecourt, Richard Becker (Guest), Deborah Weinmann (Guest), Justin Wing (staff), and Kirsten Murray (staff).

**MEETING:** Called to order at 10:04 a.m. by Kris Colcock. Introductions were made. Ranae moved to approve the minutes and Amanda seconded. Unanimous vote to approve the December minutes. Proper Zoom etiquette was discussed before Richard's presentation.

### **Richard Becker – Kitsap County Veterans Services:**

Richard shared information outlining the purpose of the Veterans Advisory Board (VAB) along with what was accomplished in 2023, and their goals going forward into 2024. Richard emphasized that the VAB is chartered to advise County Commissioners on matters affecting local indigent veterans. Over 700k is allocated for the assistance of indigent veterans and their families in 2024, which is an increase from 2023 due to anticipated higher demand and revenue projects. There are five major activities the VAB supports, which include:

- Veterans Assistance Fund (VAF) – The Kitsap County Department of Human Services administers the VAF for veterans in need. The money comes from a small portion of property taxes to provide assistance to veterans and their families.
- Unforgotten Run to Tahoma – Held on the Saturday of Memorial Day weekend, which includes a ceremony honoring veterans who haven't been claimed by family members. This is followed by a funeral procession to Tahoma National Cemetery in Kent.
- Spring and Fall Stand Downs – Takes place in April and September at the Sheridan Park Community Center, which is open for veterans and their families. This event offers medical and dental screenings, distributes food, general merchandise, Women's group bags, and camping gear to the homeless living outdoors.
- Veterans Garden – Relocated in 2023 to Port Orchard, Veterans Garden provides a safe and convenient location where veterans can grow produce for their homes. The 2023 vegetable harvest was donated to Kitsap food banks.
- Operation Green Light – The National Association of Counties (NACo) initiative in 2022 for county governments to visibly show support for local veterans by displaying green lights on government buildings the week surrounding Veterans Day.

## **UPDATES:**

### **a. Week Without Driving campaign:**

- The Week Without Driving (WWD) sub-committee consisting of Jamin, Amanda, and Ranae will be meeting on January 10, from 12p-1p to discuss next year's event, taking place from September 30 – October 6, 2024.
- Amanda shared that they will be getting elected officials involved, along with gathering proclamations in all of Kitsap County. There will be a big marketing push leading up to the event in hopes that elected officials involved will post on social media. Discussions were made about the creation of a hashtag that can be shared, along with partnering with Kitsap Transit. More details to come in March.

### **b. City of Poulsbo Proposal for the accessible tricycles:**

- Kirsten announced that The City of Poulsbo and Kitsap County agreed on a draft contract, which will be reviewed on January 11. The Mayor of Poulsbo, Becky Erickson will sign the contract if it is approved.
- Kirsten shared that they are looking at Poulsbo Parks and Recreation for help finding a location to store the tricycles. Marsha shared that Poulsbo Fish Park could be a good location. More details to come once The City of Poulsbo makes their decision.

### **c. Sea Discovery Center accessible door project:**

- Kirsten shared that the GCDE wants more bids for the accessible door and electrical needed before an approval is made. Ideally additional bids are in place before the January board meeting.

### **d. Governor's Committee on Disability Issues and Employment (GCDE) proposal to fund outreach activities:**

- Kirsten shared that the GCDE will be funding all outreach activities and supplies.

### **e. Olympic College Youth Rally:**

- On Tuesday, March 19, 2024, high school students from across Kitsap County will gather for the Youth Rally for Human Rights at Olympic College in Bremerton, sponsored by the Kitsap Safe Schools Network. The event is attended by student clubs working for social justice and human rights. The ACAC will have a table at this event, Marsha will reach out to the event partner to inquire about an available time slot for the ACAC to present.

### **f. Advisory Group Work Plan:**

- Ranae shared that the Work Plan sub-committee consisting of Amanda, Brent, and Ranae will be meeting on January 19 from 1p-2p to brainstorm specific ideas for the group. Updates will follow in March.



**g. Bylaws review:**

- Ranae shared that the Bylaws sub-committee consisting of Amanda, Molly, and Ranae will be meeting on February 6, from 12p-1p to brainstorm specific ideas for the group. Updates will follow in March.

**NEW BUSINESS:**

**a. No meeting in February:**

- The ACAC Advisory meetings will resume on March 12, 2024. Ranae will be reaching out to Anna Zivarts (Director of Disability Mobility Initiative Program) in hopes she can attend and present during the March Advisory meeting.

**ANNOUNCEMENTS:**

**a. Kitsap Public Health District Data Summit Highlights:**

- No updates this month, more details in March.

**DELEGATION OF TASKS / MOVING FORWARD:**

- Ranae shared information about the “Seeding The Dream” social justice event taking place on January 14 located at the Bainbridge Island Museum of Art from 2:30p-5p. Marsha will attend early to help set up, while Amanda and Brent will both attend in the afternoon to help close the event.
- Marsha shared and expressed support for House Bill 1933, the Right to Repair bill supporting power wheelchair users. This bill would support the servicing and Right to Repair of certain products with digital electronics in a secure and reliable manner to increase access and affordability for Washingtonians. This bill would drastically decrease the wait times for power wheelchair users waiting for repairs, so they are not confined to their home or bed. The Disability Advocacy Coalition of Washington is holding a virtual forum for this bill on January 10, from 6p-8p, which is open to all wanting to express their views on House Bill 1933. You can visit the calendar page for more information.

**NEXT MEETING:** March 12, 2024, at 10 a.m.

**ADJOURNMENT:** The advisory meeting adjourned at 11:40 a.m.

## ATTENDANCE

<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
Ranae Beeker Molly Brooks Kris Colcock Amanda Gonzalez JR Kinnison Kat Woofter Jeff Vinecourt Marsha Cutting Jamin Mason Brent Rotter	Richard Becker, Kitsap County Veterans Services  Deborah Weinmann, Kitsap County Non-Motorized Facilities Community Advisory Committee Chair.	Kirsten Murray  Justin Wing



## Accessibility Communities Advisory Committee 2024 WORK PLAN

**Meeting Days, Time, and Location:** 2<sup>nd</sup> Tuesday of each month from 10a-12p Virtually via Teams

**Advisory Group Staff:** Kirsten Murray

**Advisory Group 2024 Chair/Co-Chair:** Kris Colcock, JR Kinneson

**Advisory Board Purpose/Mission Statement:** *To increase disability awareness and access for people with disabilities in Kitsap County through education and grant-funded projects.*

2024 Goal	Status Complete	2024 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 1: HIGH PRIORITY</b>			
1. Collaborating with other agencies to promote events that provide education on issues/topics relevant to individuals and groups who experience marginalization due to disabilities.	Ongoing	High	Week Without Driving (September 30, October 6, 2024).  Committee members will attend approximately 2 events per month to promote this goal.
2. To increase disability awareness and access for people by providing coordinated events that promote recreational opportunities for persons of all ages, and abilities.	Ongoing	High	Clear Creek Trail Ride, Sea Discovery Museum, Bikes for All event, and Accessible Tricycles.  The Accessible Tricycles project is near completion.

2024 Goal	Status Complete	2024 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 2: MODERATE PRIORITY</b>			
1. Increasing accessibility to businesses with challenging entrances. Our accessibility Sticker project is currently in progress.	Ongoing	Moderate	The Sticker project and stickers are coming from a grant via GCDE.

2024 Goal	Status Complete	2024 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 3: LOW PRIORITY</b>			
1. Continue informal committee member recruitment.	Ongoing	Low	Current level of committee membership is acceptable. Recruit as needed for the ACAC advisory group.

<b>GOALS COMPLETED</b>			
<b>Goal</b>	<b>Status</b>	<b>Year</b>	<b>Comments</b>
Ramps for rent by Peninsula Alliance, Ride the Clear Creek Trail, and Hippocamp bikes.	Completed	2023-2024	Great accomplishments by our hard-working advisory committee.
<b>GOALS ON HOLD</b>			

# Kitsap County Accessible Communities Advisory Committee

## BYLAWS

*Approved XXXXX, 2022*

### 1. NAME

Kitsap County Accessible Communities Advisory Committee (ACAC).

### 2. MISSION

To increase disability awareness and access for people with disabilities in Kitsap County through education and grant-funded projects.

### 3. PURPOSE OF THE ACAC

The Kitsap County Board of Commissioners established the Kitsap County Accessible Communities Advisory Committee with a letter of Assurance in November of 2016 with the authority granted to counties in RCW 36.01.310.

The Accessible Communities Act (Chapter 215, Laws of 2010) provides resources for counties to promote better disability awareness and access for people who have disabilities.

It assures that members of the ACAC include persons with a diverse range of disabilities who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication and physical barriers encountered by persons with disabilities. It further assures the committee is actively involved in the following activities:

- (1) Advising policy makers on the needs of persons with disabilities in emergency plans.
- (2) Advising the county and other local governments within the county on access to programs, services, and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement.
- (3) Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement and access for persons with disabilities within the community.

### 4. MEMBERSHIP

#### a. Members

The membership of the ACAC consists of volunteers who may serve for an unlimited time. Members are not appointed and there are no terms though members are encouraged to commit to at least two years when joining.

## **b. Representation**

Committee members should be persons with a diverse range of disabilities, who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication, and physical barriers encountered by persons with disabilities.

People with disabilities add another dimension to diversity efforts, contributing to the development of unique and creative community efforts. These advisors come from all backgrounds and ages, and have varied skills and perspectives, adding value to a community.

People qualified to be ACAC members include people who:

- Identify as people with disabilities.
- Have a user's perspective on accessibility features.
- Have personal experience with disabilities, disability-related issues and disability-related advocacy.
- Can speak broadly on disability issues as opposed to only addressing their own needs.
- Are knowledgeable about a variety of physical, communication, and program access issues (hearing, vision, mobility, cognitive, neurodiversity, or speech issues, chronic illness, mental illness).

ACAC members are encouraged to:

- Be connected to and involved in the disability community on a state, local or national level.
- Have active involvement in broad-based disability support and advocacy organizations.
- Be familiar with and/or regularly use two-way communication methods that facilitate communication with the disability community they are representing.
- Have disaster-related technical expertise, advocacy experience, management experience and training skills.

ACAC members should be individuals with a diverse range of disabilities who are knowledgeable in identifying and eliminating attitudinal, programmatic, communication, and physical barriers encountered by persons with disabilities and/or parents of children with disabilities and/or individuals with knowledge and experience in eliminating barriers encountered by persons with disabilities.

The majority of members should be persons with disabilities. The ACAC also may include members with specific expertise in areas not represented by other members.

**c. Expectations**

The ACAC's specific responsibilities include, but are not limited to:

- (1) Applying for grants from the Governor's Committee on Disability Issues and Employment and other sources to fund projects that will improve awareness, acceptance, inclusion, and access for people with disabilities.
- (2) Advising policy makers on the needs of persons with disabilities in emergency plans.
- (3) Advising the county and other local governments within the county on access to programs, services, and activities, new construction or renovation projects, sidewalks, other pedestrian routes of travel, and disability parking enforcement.
- (4) Developing local initiatives and activities to promote greater awareness of disability issues, and acceptance, involvement and access for persons with disabilities within the community.

The ACAC shall comply with applicable Kitsap County advisory group policies found in the Kitsap County Advisory Board Handbook.

**d. Funding Objectives**

Projects considered for grant applications by the ACAC (subject to availability of funds and other considerations) will increase access and participation by people with disabilities in Kitsap County. These projects include, but are not limited to, those that:

- (1) Eliminate physical barriers for people with disabilities.
- (2) Result in the implantation of assistive technology for the benefit of people with disabilities.
- (3) Make available specialized equipment which enables people with disabilities to participate fully in daily life.
- (4) Enhance emergency preparedness plans or measures in ways relevant to people with disabilities.

**5. TERMINATION**

**a. Resignation**

Resignations by members shall be submitted in writing to the Chair/ Vice Chair and staff. Staff will forward a copy of the resignation to the County Volunteer Services Coordinator.

**b. Removal by Board of Commissioners**

The Board of Commissioners may remove a member when it determines that it is in the best interest of the ACAC or Kitsap County.



## 6. ATTENDANCE

All members are expected to attend regularly scheduled meetings. When a member is unable to attend a regularly scheduled meeting, they should notify the Chair or county staff in advance. Lack of notification will be considered an unexcused absence. More than three unexcused absences by any member during any 12-month period may result in removal of the member.

## 7. MEETINGS

### a. Open Public Meetings

All meetings will be open to the public and all persons will be permitted to attend. Agendas and meeting minutes will be posted on the ACAC website. The agenda should include time for public comment. Sub-committee meetings of the ACAC that do not include a quorum of membership are not required to be open to public attendance.

### b. Regular Meetings

The ACAC shall meet monthly or at intervals that shall in the judgement of the ACAC best serve its needs, as determined by a majority vote of the membership. Administrative county staff support shall include crafting agendas, preparing materials, arranging speakers and presentations, and taking minutes. Regular meetings may be canceled or changed to another specific place, date and time, provided that members are notified preferably at a minimum of one week but at a minimum of 48 hours prior and posted on the county website.

### c. Special Meetings

Special meetings may be called by the Chair with notice to all members not less than 24 hours prior to the time of the special meeting. A special meeting should be called only if necessary, to conduct business that cannot wait until the next regularly scheduled meeting. Notice also will be posted on the ACAC website.

### d. Meeting Location

The Committee meets virtually via an online platform such as Zoom though may occasionally meet in person, preferably in a hybrid format that allows for both in-person and virtual attendance. Meeting locations will be posted in advance on the website.

### f. Voting

Each member present at the meeting, including the Chair, is entitled to one vote. A majority of the members present at the meeting are needed to an action.

g. **Minutes**

The minutes of all regular and special meetings shall be recorded by Department of Human Services staff. Minutes will include time and date, meeting length, members present, motions, proposals, resolutions, proposed recommendations and due date, if applicable. Draft minutes should be distributed to the membership not less than five days prior to the next regular monthly meeting for comment and correction and will be formally approved at the next committee regular monthly meeting and submitted to the county staff for posting on the Kitsap County website.

h. **Agendas**

The Chair, Vice-Chair, and staff will coordinate preparation of meeting agendas. Members may suggest agenda items. The agenda should be distributed to members at least five days prior to a regular meeting.

i. **Parliamentary Procedure**

*Robert's Rules of Order* should govern parliamentary procedure at regular and special meetings.

j. **Decorum and Control**

In the event any meeting is interrupted by an individual or individuals so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of the person or persons who are interrupting the meeting, the Chair may order the meeting room cleared and continue in session or may adjourn the meeting and reconvene at another location selected by the majority vote of the members. In such a session, final disposition may only be taken on matters appearing on the agenda. The Chair may readmit an individual or individuals not responsible for disturbing the orderly conduct of the meeting.

**8. OFFICERS**

a. **Process**

The Chair shall open the floor to nominations during the November meeting. Elections shall be held during the last regular meeting of the year during the December meeting. Nominees must be active members who have consented to serve in a leadership role. Members will assume their roles at the January meeting or first meeting of the new year.

b. **Chair**

The Chair shall be elected by a majority vote for a two-year term, beginning on January 1 and ending on December 31 of the second calendar year following election.

c. **Vice-Chair**

The vice-chair shall be elected by a majority vote for a two-year term, beginning on January 1 and ending on December 31 of the second calendar

year following election.

**d. Chair Responsibilities**

The Chair will lead and conduct public meetings. The Chair is the official representative of the ACAC and shall follow the Public Communications Guidelines established in the Kitsap County Advisory Group Handbook when acting as the official spokesperson to the media. The Chair will be the main contact between the Committee and County staff.

**e. Vice-Chair Responsibilities**

In the absence of the Chair, the Vice-Chair will assume the Chair's responsibilities. If neither the Chair nor the Vice-Chair is available for a public meeting, the assembled voting members will select a temporary chairperson to conduct the meeting. The Vice-Chair shall assume the role of Chair if the Chair resigns from the Committee.

**f. Community Outreach Coordinator**

The Community Outreach Coordinator works to identify opportunities where the ACAC can share information on its mission and projects with the public and to solicit input on the needs of people with disabilities in the community. The Coordinator serves at the pleasure of the Chair. The coordinator will make arrangements for ACAC participation in events including the coordination of volunteers and equipment. A sub-committee may be formed to assist with coordination of such events.

**g. Vacancies or Removal of Officers**

The Board of Commissioners may remove an officer when it determines that it is in the interest of the Committee or the County. If the Chair position is vacated by removal or resignation, the Vice-Chair will assume the Chair's position. If the Vice-Chair is vacated, voting members will elect a replacement.

**9. SUB-COMMITTEES**

The ACAC may vote to authorize the Chair to create sub-committees as necessary to focus on special projects, issues or opportunities. Sub-committees will give a brief report at each monthly meeting. Reports should also be submitted in writing and attached to meeting minutes or if not in writing, summarized in meeting minutes. Sub-Committees may not make independent decisions; recommendations must be brought to the full Committee for approval during a regular ACAC meeting.

**10. CONFLICTS OF INTEREST**

Members are expected to declare a conflict of interest prior to consideration of any matter causing a potential or actual conflict related to funding recommendations. No committee member shall engage in any activity, including

funds from the Governor's Committee on Disability Issues and Employment if a conflict of interest, real or apparent, exists.

Such a conflict would arise when: 1) the individual, 2) any member of the individual's immediate family, 3) the individual's partner, or 4) an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm or organization selected for award.

**11. AMENDMENT TO BYLAWS**

The Committee will periodically review their bylaws and may propose amendments. A majority vote of the ACAC is required to approve recommended amendments. Amendments must be approved by County Staff.

**12. PUBLIC INPUT**

Any member of the public will be welcome to attend and provide input at ACAC meetings during designated public comment time. Public comments are encouraged and accepted verbally or in writing. Anyone who wishes to voice an opinion or present information or concerns to the ACAC may attend meetings or contact the Chair or staff.

Approved by a majority vote of the Kitsap County Accessible Communities Advisory Committee:

August 9, 2022

Date

Marsha Cutting  
Signature of Committee Chair

Marsha Cutting  
Printed Name

Kirsten Murray  
Signature of County Staff

Kirsten Murray  
Printed Name

## Stakeholder / User Questionnaire

---

[Date | time]

1. **Introduction to You or Your Organization**
  - a. Please provide a brief overview of who you are, what group you represent, and the goals & programs you support
  - b. If you are part of a larger group or organization, how long has your organization been operating in Kitsap?
  - c. How do you fund your operations?
2. **How often do you or your organization members/stakeholders use existing County park facilities?**
3. **What parks are most heavily used or visited by your members?**
4. **If you do use them frequently, are there any issues you run into?**
5. **How could Kitsap County Parks better support you or your organization's mission?**



# Department of Human Services

Doug Washburn  
Director

KITSAP COUNTY  
DEPARTMENT OF HUMAN  
SERVICES

Sonya Miles  
Deputy Director  
Phone: 360-337-4839

Kesha Anderson - Evans  
Office Supervisor  
Phone: 360.337.7185 x 3530

Developmental Disabilities  
Kelly Oneal, Coordinator  
Phone: 360.337.4624

Behavioral Health  
Jolene Kron, Administrator  
Phone: 360.337.4832

Mental Health/Chemical  
Dependency/Therapeutic Court  
Hannah Shockley, Coordinator  
Phone: 360.337.4827

1/10<sup>th</sup> Affordable Housing  
Joel Warren, Coordinator  
Email: jwarren@kitsap.gov

Pretrial Services  
William Basler, Program  
Specialist  
Phone: 360.337.4457

Substance Abuse Prevention/  
Treatment and Youth Services  
Laura Hyde, Coordinator  
Phone: 360.337.4879  
Substance Abuse Prevention  
Deanne Jackson, Prevention  
Coalition Coordinator  
Phone: 360.337.4878

Aging & Long-Term  
Care/Senior Information &  
Assistance  
Givens Community Center  
1026 Sidney Avenue, Suite 105  
614 Division Street, MS-5  
Port Orchard, WA 98366  
Phone: 360.337.5700  
1.800.562.6418  
Fax: 360.337.5746  
Stacey Smith, Administrator  
Phone: 360.337.5624

Community Development  
Block Grant  
Norm Dicks Government  
Center  
345 6<sup>th</sup> Street, Suite 400  
Bremerton, WA 98337  
Fax: 360.337.4609  
Bonnie Tufts, Coordinator  
Phone: 360.337.4606

Housing and Homelessness  
Carl Borg, Program Manager  
Phone: 360.337.7286

Kitsap Recovery Center  
Outpatient Services:  
1026 Sidney Road  
Port Orchard, WA 98366  
Inpatient and Detox Services:  
661 Taylor Street  
Port Orchard, WA 98366  
Fax: 360.377.7027  
Keith Winfield, Clinical  
Manager  
Phone: 360.337.5640

Workforce Development  
3120 NW Randall Way  
Silverdale, WA 98383  
William Dowling, Acting  
Director  
Phone: 253.370.1136.

Veterans Assistance  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

April 09, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

[Join the meeting](#)

253 215 8782 US

Meeting ID: 860 7678 1072 | Passcode: 024088

1. CALL TO ORDER
2. INTRODUCTIONS
3. APPROVAL OF THE March 12, 2024, MINUTES\* (attachment 1)
4. PRESENTATION: Rebecca Pirtle, Kitsap County Volunteer Coordinator
5. UPDATES:
  - a. Olympic College Youth Rally
  - b. Week Without Driving campaign
  - c. City of Poulsbo Proposal for accessible tricycles
  - d. Sea Discovery Center accessible door project
  - e. GCDE proposal to fund outreach activities
6. NEW BUSINESS:
  - a. 2024 Developmental Disabilities Resource Fair (attachment 2)
  - b. Bikes For All event sub-committee
  - c. Clear Creek Trail Ride
7. DELEGATION OF TASKS MOVING FORWARD
8. ANNOUNCEMENTS
9. PUBLIC COMMENT  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.
10. UPCOMING MEETING DATES: May 14 and June 11, 2024, at 10 a.m.
11. ADJOURNMENT

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, March 12, 2024

**1. MEETING:** Kris Colcock called the meeting to order at 10:01 a.m. Introductions were made.

### **2. REVIEW MEETING MINUTES:**

*MOTION: Amanda Gonzalez moved to approve the January 9, 2024; minutes with amendments. Ranae Beeker seconded. Motion carried.*

### **3. PRESENTATION: Anna Zivarts, Director of the Disability Mobility Initiative**

Anna Zivarts shared excitement about the Week Without Driving (WWD) campaign taking place from Monday September 30 – Sunday October 6, 2024. WWD was created in 2021 so policy makers, elected leaders and transportation professionals could begin to understand the barriers nondrivers experience in accessing our communities. 2023 WWD highlights included:

- 142 local organizations across 41 states and Washington D.C. and 10 national organizations organized and hosted.
- Over 300 elected and public officials from 30 states and Washington D.C. participated.
- Over 400 advocates and individuals from 41 states and Washington D.C. participated.
- 1,000+ social media posts, 500,000+ accounts reached, 12 national articles, and 90+ local publications.

Anna also shared that if anyone is interested in hosting a WWD challenge in your community. Anna provided a link to sign up [sign up here](#) to join the WWD monthly coalition meetings via Zoom. These webinars include:

- March 27, 2024, at 11 a.m. – How to organize an Inclusive Walk Roll Audit.
- April 24, 2024, at 11 a.m. – How Transit Agencies Are Using WWD.
- May 22, 2024, at 11 a.m. – How to Get an Official Proclamation for WWD from your City, County, or State.

Anna stressed the importance of viewing the new [Week Without Driving](#) website for more information and updates on the 2024 WWD campaign.

### **4. ACTION ITEMS:**

#### **a. Approve advisory group work plan (attachment 2):**

*MOTION: Ranae Beeker moved to approve the 2024 ACAC Work Plan, with amendments. Amanda Gonzalez seconded. Motion carried.*

**b. Approve bylaws revisions (attachment 3):**

- The bylaws revision included that the ACAC Outreach Coordinator works at the pleasure of the chair.

*MOTION: Amanda Gonzalez moved to approve the bylaws revision, as presented. Molly Brooks seconded. Motion carried.*

**5. UPDATES:**

**a. Week Without Driving (WWD) campaign:**

- The Week Without Driving campaign takes place from September 30 – October 6, 2024. The WWD sub-committee consisting of Ranae, Amanda, and Jamin will be meeting in the coming weeks to discuss their plan further.

**b. City of Poulsbo Proposal for the accessible tricycles:**

- Kirsten announced that The City of Poulsbo has signed off, but the contract was pushed back during the initial March 11 commissioner meeting due to the incorrect pictures of the accessible tricycles being sent in. The confusion was cleared up and now the contract will be signed during the commissioners meeting on April 8.

**c. Sea Discovery Center accessible door project:**

- Kirsten shared that Kitsap County will contract with the Sea Discovery Center so they can oversee the project. The contract should be signed in April, with progress made by late spring, early summer.

**d. Governor's Committee on Disability Issues and Employment (GCDE) proposal to fund outreach activities:**

- Kirsten shared that the GCDE sent the contract in to Kitsap County on January 9, but was never received. Kirsten clarified that the contracts need to be turned into Kelly Oneal, prep is being done so the contract can be signed. Amanda has volunteered to store the ACAC supplies once they arrive.

**e. Olympic College Youth Rally:**

- On Tuesday, March 19, 2024, from 8a-1:20p high school students from across Kitsap County will gather for the Kitsap Youth Rally for Human Rights at Olympic College in Bremerton, sponsored by the Kitsap Safe Schools Network. This event is attended by junior and senior student clubs working for social justice and human rights. The ACAC will have a table at this event in hopes to better promote disability awareness and accessibility around Kitsap County. Ranae met with West Sound Academy World School Librarian Susan Trower to discuss workshops to take place during this event. Susan Trower is also the Youth Rally Coordinator; you can email her at [strower@westsoundacademy.org](mailto:strower@westsoundacademy.org) for additional information.



## **6. NEW BUSINESS:**

### **a. Staffing changes:**

- Sonya shared that in early 2022 Hannah Shockley was promoted and had to step away from her role with the ACAC. Taking over for Hannah, Kirsten Murray successfully led the ACAC through various projects and initiatives. As we move into 2024, Kirsten will be stepping aside from her role, and starting in April, Justin Wing will assume her position.
- Justin shared that he is excited for the opportunity to be the ACAC's advocate for more inclusive accessibility in Kitsap County.

## **7. ANNOUNCEMENTS:**

- Deborah shared that the North Sound to Olympics (NSTO) Trail Planning Feasibility Study draft has been published. The draft summarizes the Study's process, analysis, and preferred alignment for the NSTO between Kingston and Port Gamble Park. You can visit the [Kitsap County Public Works Project Page](#) to view the NSTO draft and the opportunity for public comment through March 13.
- Kris shared that establishing the Outdoors For All event sub-committee will take place during the April ACAC meeting.

### **a. Kitsap Public Health District Data Summit Highlights:**

- Ranae shared that she invited a number of groups, non-profits, and program managers to the September 2024 Data Summit, with a focus on mental health, health care accessibility, and housing and homelessness. More updates to come as the Summit gets closer.

## **8. DELEGATION OF TASKS / MOVING FORWARD:**

- Amanda shared that there will be a new date for the Week Without Driving sub-committee meeting, more details to come.
- Ranae shared information about the upcoming Annual Kitsap County Developmental Disabilities Resource Fair taking place on April 24, 2024, from 4p-6p at the Central High School Gym in Silverdale. A table needs to be staffed with two to three people during this event. Amanda, Molly, Ranae, and Kat will work together to form a plan. More details to follow during the April ACAC meeting.
- Ranae mentioned the upcoming Pacific Islander Festival in Marsha's absence. More details to come during the April ACAC meeting.

## **9. UPCOMING MEETING DATES:** April 9 and May 14, 2024, at 10 a.m. via Zoom.

## **10. ADJOURNMENT:** The ACAC meeting adjourned at 11:23 a.m.

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Ranae Beeker</p> <p>Molly Brooks</p> <p>Kris Colcock</p> <p>Amanda Gonzalez</p> <p>JR Kinnison</p> <p>Kat Woofter</p> <p>Brent Rotter</p> <p style="text-align: center;"><u>Absent</u></p> <p>Marsha Cutting (excused)</p> <p>Jeff Vinecourt (excused)</p> <p>Jamin Mason (un-excused)</p>	<p>Anna Zivarts, Director of the Disability Mobility Initiative</p> <p>Deborah Weinmann, Kitsap County Non-Motorized Facilities Community Advisory Committee member</p>	<p>Kirsten Murray</p> <p>Justin Wing</p> <p>Sonya Miles</p> <p>Kesha AndersonEvans</p>



# ANNUAL KITSAP COUNTY DEVELOPMENTAL DISABILITIES RESOURCE FAIR

**APRIL 24, 2024**  
**4:00-6:00 PM**

Central Kitsap High School Gym  
10140 Frontier Pl NW, Silverdale

**Explore services in our community in the areas  
of Education, Advocacy, Support, Employment,  
Care, Housing, Recreation, Leisure, and more!**

**More Info: Kelly Oneal, [koneal@kitsap.gov](mailto:koneal@kitsap.gov)**

**Sponsored By**





# Department of Human Services

Doug Washburn  
Director

KITSAP COUNTY  
DEPARTMENT OF HUMAN  
SERVICES

Sonya Miles  
Deputy Director  
Phone: 360-337-4839

Kesha Anderson - Evans  
Office Supervisor  
Phone: 360.337.7185 x 3530

Developmental Disabilities  
Kelly Oneal, Coordinator  
Phone: 360.337.4624

Behavioral Health  
Jolene Kron, Administrator  
Phone: 360.337.4832

Mental Health/Chemical  
Dependency/Therapeutic Court  
Hannah Shockley, Coordinator  
Phone: 360.337.4827

1/10<sup>th</sup> Affordable Housing  
Joel Warren, Coordinator  
Email: jwarren@kitsap.gov

Pretrial Services  
William Basler, Program  
Specialist  
Phone: 360.337.4457

Substance Abuse Prevention/  
Treatment and Youth Services  
Laura Hyde, Coordinator  
Phone: 360.337.4879  
Substance Abuse Prevention  
Deanne Jackson, Prevention  
Coalition Coordinator  
Phone: 360.337.4878

Aging & Long-Term  
Care/Senior Information &  
Assistance  
Givens Community Center  
1026 Sidney Avenue, Suite 105  
614 Division Street, MS-5  
Port Orchard, WA 98366  
Phone: 360.337.5700  
1.800.562.6418  
Fax: 360.337.5746  
Stacey Smith, Administrator  
Phone: 360.337.5624

Community Development  
Block Grant  
Norm Dicks Government  
Center  
345 6<sup>th</sup> Street, Suite 400  
Bremerton, WA 98337  
Fax: 360.337.4609  
Bonnie Tufts, Coordinator  
Phone: 360.337.4606

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Kitsap Recovery Center  
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Fax: 360.377.7027  
Keith Winfield, Clinical  
Manager  
Phone: 360.337.5640

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3120 NW Randall Way  
Silverdale, WA 98383  
William Dowling, Acting  
Director  
Phone: 253.370.1136.

Veterans Assistance  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

May 14, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

#### [Join the meeting](#)

Dial by your location

1 253 215 8782 US (Tacoma)

Meeting ID: 860 7678 1072 | Passcode: 024088

#### 1. CALL TO ORDER

#### 2. INTRODUCTIONS

#### 3. APPROVAL OF THE March 12, AND April 9, 2024, MINUTES\* (attachments 1 and 2)

#### 4. PRESENTATION: Kimberlee Williams, Kitsap County DEI Manager

#### 5. UPDATES:

- a. 2024 Developmental Disabilities Resource Fair
- b. Week Without Driving campaign
- c. City of Poulsbo Proposal for accessible tricycles
- d. Sea Discovery Center accessible door project
- e. GCDE proposal to fund outreach activities

#### 6. NEW BUSINESS:

- a. Juneteenth
- b. Clear Creek Trail Ride
- c. Bikes For All event
- d. ACAC intern report – Brent Rotter

#### 7. DELEGATION OF TASKS / MOVING FORWARD

#### 8. ANNOUNCEMENTS

#### 9. PUBLIC COMMENT

Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.

#### 10. UPCOMING MEETING: June 11, 2024, at 10 a.m.

#### 11. ADJOURNMENT

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, March 12, 2024

**1. MEETING:** Kris Colcock called the meeting to order at 10:01 a.m. Introductions were made.

### **2. REVIEW MEETING MINUTES:**

*MOTION: Amanda Gonzalez moved to approve the January 9, 2024; minutes with amendments. Ranae Beeker seconded. Motion carried.*

### **3. PRESENTATION: Anna Zivarts, Director of the Disability Mobility Initiative**

Anna Zivarts shared excitement about the Week Without Driving (WWD) campaign taking place from Monday September 30 – Sunday October 6, 2024. WWD was created in 2021 so policy makers, elected leaders and transportation professionals could begin to understand the barriers nondrivers experience in accessing our communities. 2023 WWD highlights included:

- 142 local organizations across 41 states and Washington D.C. and 10 national organizations organized and hosted.
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- May 22, 2024, at 11 a.m. – How to Get an Official Proclamation for WWD from your City, County, or State.

Anna stressed the importance of viewing the new [Week Without Driving](#) website for more information and updates on the 2024 WWD campaign.

### **4. ACTION ITEMS:**

#### **a. Approve advisory group work plan (attachment 2):**

*MOTION: Ranae Beeker moved to approve the 2024 ACAC Work Plan, with amendments. Amanda Gonzalez seconded. Motion carried.*

**b. Approve bylaws revisions (attachment 3):**

- The bylaws revision included that the ACAC Outreach Coordinator works at the pleasure of the chair.

*MOTION: Amanda Gonzalez moved to approve the bylaws revision, as presented. Molly Brooks seconded. Motion carried.*

**5. UPDATES:**

**a. Week Without Driving (WWD) campaign:**

- The Week Without Driving campaign takes place from September 30 – October 6, 2024. The WWD sub-committee consisting of Ranae, Amanda, and Jamin will be meeting in the coming weeks to discuss their plan further.

**b. City of Poulsbo Proposal for the accessible tricycles:**

- Kirsten announced that The City of Poulsbo has signed off, but the contract was pushed back during the initial March 11 commissioner meeting due to the incorrect pictures of the accessible tricycles being sent in. The confusion was cleared up and now the contract will be signed during the commissioners meeting on April 8.

**c. Sea Discovery Center accessible door project:**

- Kirsten shared that Kitsap County will contract with the Sea Discovery Center so they can oversee the project. The contract should be signed in April, with progress made by late spring, early summer.

**d. Governor's Committee on Disability Issues and Employment (GCDE) proposal to fund outreach activities:**

- Kirsten shared that the GCDE sent the contract in to Kitsap County on January 9, but was never received. Kirsten clarified that the contracts need to be turned into Kelly Oneal, prep is being done so the contract can be signed. Amanda has volunteered to store the ACAC supplies once they arrive.

**e. Olympic College Youth Rally:**

- On Tuesday, March 19, 2024, from 8a-1:20p high school students from across Kitsap County will gather for the Kitsap Youth Rally for Human Rights at Olympic College in Bremerton, sponsored by the Kitsap Safe Schools Network. This event is attended by junior and senior student clubs working for social justice and human rights. The ACAC will have a table at this event in hopes to better promote disability awareness and accessibility around Kitsap County. Ranae met with West Sound Academy World School Librarian Susan Trower to discuss workshops to take place during this event. Susan Trower is also the Youth Rally Coordinator; you can email her at [strower@westsoundacademy.org](mailto:strower@westsoundacademy.org) for additional information.

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### **a. Staffing changes:**

- Sonya shared that in early 2022 Hannah Shockley was promoted and had to step away from her role with the ACAC. Taking over for Hannah, Kirsten Murray successfully led the ACAC through various projects and initiatives. As we move into 2024, Kirsten will be stepping aside from her role, and starting in April, Justin Wing will assume her position.
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- Kris shared that establishing the Outdoors For All event sub-committee will take place during the April ACAC meeting.

### **a. Kitsap Public Health District Data Summit Highlights:**

- Ranae shared that she invited a number of groups, non-profits, and program managers to the September 2024 Data Summit, with a focus on mental health, health care accessibility, and housing and homelessness. More updates to come as the Summit gets closer.

## **8. DELEGATION OF TASKS / MOVING FORWARD:**

- Amanda shared that there will be a new date for the Week Without Driving sub-committee meeting, more details to come.
- Ranae shared information about the upcoming Annual Kitsap County Developmental Disabilities Resource Fair taking place on April 24, 2024, from 4p-6p at the Central High School Gym in Silverdale. A table needs to be staffed with two to three people during this event. Amanda, Molly, Ranae, and Kat will work together to form a plan. More details to follow during the April ACAC meeting.
- Ranae mentioned the upcoming Pacific Islander Festival in Marsha's absence. More details to come during the April ACAC meeting.

## **9. UPCOMING MEETING DATES:** April 9 and May 14, 2024, at 10 a.m. via Zoom.

## **10. ADJOURNMENT:** The ACAC meeting adjourned at 11:23 a.m.

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Ranae Beeker</p> <p>Molly Brooks</p> <p>Kris Colcock</p> <p>Amanda Gonzalez</p> <p>JR Kinnison</p> <p>Kat Woofter</p> <p>Brent Rotter</p> <p style="text-align: center;"><u>Absent</u></p> <p>Marsha Cutting (excused)</p> <p>Jeff Vinecourt (excused)</p> <p>Jamin Mason (un-excused)</p>	<p>Anna Zivarts, Director of the Disability Mobility Initiative</p> <p>Deborah Weinmann, Kitsap County Non-Motorized Facilities Community Advisory Committee member</p>	<p>Kirsten Murray</p> <p>Justin Wing</p> <p>Sonya Miles</p> <p>Kesha AndersonEvans</p>



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, April 9, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:02 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE March 12, 2024, MINUTES:**

*MOTION: Kris Colcock moved to table the March 12, 2024; minutes until next month. Motion carried.*

4. **PRESENTATION: Rebecca Pirtle, Kitsap County Volunteer Coordinator**

Rebecca Pirtle briefly touched on important topics regarding press releases, communication support, and outreach activities. Highlights included:

- Press release on the Kitsap County Hippocampe Project in partnership with Bainbridge Island Parks and Recreation District to bring better awareness to the community regarding the availability of All-Terrain Wheelchairs.
- Communication support for all advisory groups including helping with press releases and social media posts.
- Brent Rotter started his internship with Rebecca and will need to fulfill 20 hours per week. Brent is working with the ACAC, Commissioners office, Development Disabilities (DD) and Kimberlee Williams (Kitsap County DEI Manager) with communication and outreach. Brent's internship lasts through the end of May.

5. **UPDATES:**

a. **Olympic College Youth Rally:**

- Ranae, Brent, and Amanda attended the Youth Rally with Brent sharing that it was a great event and very informative. Brent and Amanda led the conversations with around 40 people, discussions were positive and engaging.

b. **Week Without Driving (WWD) campaign:**

- The Week Without Driving campaign takes place from September 30 – October 6, 2024. Ranae shared that the WWD sub-committee hasn't met again but Amanda is doing a great job organizing for the event. Jamin will re-join the WWD sub-committee towards the end of April.

c. **City of Poulsbo proposal for the accessible tricycles:**

- Justin shared that him and Kelly Oneal met with the City of Poulsbo Parks and Rec director Jeff Ozimek and Parks and Rec supervisor Kristina Goodfellow a

couple weeks ago. Kristina will be overseeing the project with the anticipation of the accessible tricycles being ready to go by the end of June around the time of the summer concert series kickoff in Poulsbo.

- Marsha shared the idea of having the City of Poulsbo store the tricycles in a POD instead of a shed. Justin and Kelly will be in touch with Kristina in the coming weeks to ensure progress is being made to meet the end of June deadline and to discuss storage options.

**d. Sea Discovery Center accessible door project:**

- Justin shared excitement that the contract was signed on April 8, which has been in process since August 2023. Justin and Kelly will be meeting with Bridget Anderson (Director of Operations and Outreach) to discuss further steps this month.

**e. Governor's Committee on Disability Issues and Employment (GCDE) proposal to fund outreach activities:**

- Justin shared that the contract was signed on April 8, but there is a concern about the pricing of the supplies requested. Ranae and Justin will be meeting to discuss what supplies are top priority and how we can better utilize the funds granted.
- Amanda Gonzalez has volunteered to store the ACAC supplies and materials once they start to arrive.

**6. NEW BUSINESS:**

**a. 2024 Developmental Disabilities (DD) Resource Fair:**

- The 2024 DD Resource Fair takes place on April 24 from 4-6p at the Central Kitsap High School Gym in Silverdale. Ranae shared that Amanda has been organizing for the event, while Gayle and Jamin volunteered to attend alongside Ranae and Amanda. Setup will take place at 3p.

**b. Bikes for All event sub-committee:**

- Ranae shared the Bikes For All event takes place in August or September each year depending on the Kitsap Public Health District who also sponsors the event. There will be a push for increased advertising to reach more people in the community. Ranae will be contacting Megan Mason-Todd (Vice President, Skookum) to help coordinate the Bikes For All event.
- The ACAC will request September 7, 14, and 21 as potential Saturday dates for the event, with a timeframe of 10a-2p. Marsha, Gayle, and Ranae volunteered to be a part of the Bikes For All sub-committee.

**c. Clear Creek Trail Ride:**

- Marsha shared that a mid-July date for the Clear Creek Trail Ride would be ideal. Leadership has changed at Clear Creek Trail, which is a concern as they are looking for new leadership to come on board. The ACAC will request July 20, and 27 as tentative dates for the Clear Creek Trail Ride. More details to come.

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Justin will contact Alex Wisniewski (City of Bremerton Parks and Rec Director) and Alex Hardy (Marketing and Events Supervisor) in hopes they can present during our June ACAC meeting to discuss accessibility in parks around Kitsap County.
- Kris mentioned that there will not be a July ACAC meeting.

**8. ANNOUNCEMENTS**

- Ranae mentioned the upcoming Pacific Islander Festival, applications are now available with no date currently set for the festival. More details to come.
- Brent will be providing outreach and contacting the Port Orchard, Bremerton, and Bainbridge Island Farmers Markets in hopes to better promote the ACAC.
- Rebecca shared the idea of Brent creating a master calendar accessible to everyone to better organize the ACAC events, outreach, and overall projects that the ACAC are currently involved with in one working document.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING DATES:** May 14 and June 11, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 11:55 a.m.

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<u>Present</u> Ranae Beeker Kris Colcock Brent Rotter Jamin Mason Gayle Pasi Marsha Cutting <u>Absent</u> JR Kinnison (un-excused) Kat Woofter (un-excused) Jeff Vinecourt (excused) Amanda Gonzalez (excused) Molly Brooks (un-excused)	Rebecca Pirtle, Kitsap County Volunteer Coordinator	Justin Wing



# Department of Human Services

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Director

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## Accessible Communities Advisory Committee

June 11, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

[Click here to join the meeting](#)

Dial by your location

1 253 215 8782 US (Tacoma)

Meeting ID: 860 7678 1072 | Passcode: 024088

#### 1. CALL TO ORDER

#### 2. INTRODUCTIONS

#### 3. APPROVAL OF THE May 14, 2024, MINUTES\* (attachment 1)

#### 4. PRESENTATION: Steve Gardner, Kitsap County Public Information Officer

#### 5. UPDATES:

- a. Juneteenth
- b. Clear Creek Trail Ride
- c. Bikes For All event
- d. Outreach – Brent Rotter
- e. City of Poulsbo Proposal for accessible tricycles
- f. Sea Discovery Center accessible door project

#### 6. NEW BUSINESS:

- a. Clear Creek Trail Clean up
- b. Kitsap Pride
- c. Pacific Islander Fair
- d. No meeting in July

#### 7. DELEGATION OF TASKS / MOVING FORWARD

#### 8. ANNOUNCEMENTS

#### 9. PUBLIC COMMENT

Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.

#### 10. UPCOMING MEETING: August 13, 2024, at 10 a.m.

#### 11. ADJOURNMENT

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, May 14, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:14 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE March 12, AND April 9, 2024, MINUTES\***

*MOTION: Ranae Beeker moved to approve the March 12, 2024; minutes as presented. Kat Woofter seconded. Motion carried.*

*MOTION: Amanda Gonzalez moved to approve the April 9, 2024; minutes as presented. Kat Woofter seconded. Motion carried.*

4. **PRESENTATION: Kimberlee Williams, Kitsap County DEI Manager**

Kimberlee Williams introduced herself and spoke about her role as DEI Manager at Kitsap County. She outlined her responsibilities, which she says has two sides: proactive and reactive. In her proactive capacity, Kimberlee engages in meetings to determine necessary policy implementations, reviews documents through a DEI perspective to ensure meaningful impact and to identify biases. Kimberlee also attends Board of County Commissioners (BOCC) events to offer her support when needed.

Kimberlee is dedicated to supporting Kitsap County employees by actively listening and responding appropriately to questions and/or concerns. This may involve discussions with supervisors, HR involvement, or, if necessary, escalating issues beyond the County level for formal complaints.

Kimberlee ended by sharing her story on how she lives with an invisible disability and that she will do anything she can to help support the ACAC and its initiatives.

5. **UPDATES:**

a. **2024 Developmental Disabilities Resource Fair**

- Ranae, Amanda, and Brent attended this year's fair and networked with a lot of attendees. Ranae shared that they met with the Olympic College Disabilities table and discussed a collaboration at the Week Without Driving campaign.

b. **Week Without Driving (WWD) campaign**

- The Week Without Driving campaign takes place from September 30 – October 6, 2024. Amanda will be sending out an email with meeting dates to decide a plan of attack on this year's event. Amanda will also meet with Jeff Vinecourt (Kitsap Transit) in hopes to create a successful transportation plan for the WWD campaign.

- Kris shared that Anna Zivarts (Director of Disability Mobility Initiative) invited her and Jamin to attend a one hour webinar on how to get proclamations out to Kitsap County for the WWD campaign. More details to come.

**c. City of Poulsbo proposal for the accessible tricycles**

- Justin shared that Kelly reached out to Elaine Stefanowicz (Program Coordinator, GCDE) about extending the Accessible Tricycles Contract from June 30, 2024, to December 31, 2024. Once the amended contract is complete Elaine will send it to Justin, then Kelly and Justin will work to get it processed. Justin noted that they have received the second invoice from the City of Poulsbo, hopeful for the Tricycles to be ready by June.

**d. Sea Discovery Center accessible door project**

- Justin shared that Kelly has been working with Bridget Anderson (Director, Sea Discovery Center) to proceed with next steps and to ensure that this project nears completion soon.

**e. Governor's Committee on Disability Issues and Employment (GCDE) proposal to fund outreach activities**

- Justin asked the committee when they wanted to start to order supplies for the upcoming 2024 events. Ranae will reach out to Justin to further discuss outreach supplies and what is first priority when ordering. Amanda has volunteered to store the supplies once they start to arrive.

**6. NEW BUSINESS:**

**a. Juneteenth**

- Juneteenth event is scheduled for June 15, from 9a-4p at Evergreen Rotary Park in Bremerton. Ranae filled out the application for Juneteenth, there is zero cost, but donations are encouraged. There will be a 24-page souvenir booklet provided at the event, Ranae will email the event coordinator to find out more.

**b. Clear Creek Trail Ride**

- The ACAC decided on July 20, from 10a-12p for the Clear Creek Trail Ride. Once this event is completed, the ACAC will attend the Kitsap Pride event from 2p-9p located at the Kitsap County Fairgrounds.

**c. Bikes For All Event**

- Ranae shared that the Bikes For All event will take place on September 13, from 3p-7p. The Kitsap Public Health District sponsors the event and will be pushing for increased advertising to reach more people in the community. Ranae met with Megan Mason-Todd (Vice President, Skookum) at the 2024 DD Resource Fair to discuss the event along with Olympic College who will also be attending.

**d. ACAC intern report – Brent Rotter**

- Brent shared updates on his outreach with the Kitsap County Farmers Markets and announced that the ACAC is currently signed up to attend the following three markets:
  - i. Kingston Farmers Market – May 26, 2024
  - ii. Bainbridge Island Farmers Market – June 22, 2024
  - iii. Port Orchard Farmers Market – July 27, 2024
- Brent shared concern that the South Kitsap Chamber of Commerce is not openly accessible and will be creating a letter utilizing the ACAC letterhead in hopes to reach out to find out if there is a plan in place to enhance the accessibility.
- Brent created a flyer for the Hippocampe Chairs to start to build better marketing material for the ACAC events

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Brent is going to email his calendar to all ACAC members so planning for each farmers market is easier. Ideally there is a minimum of two people for the table at each farmers market the ACAC attends.
- Justin will be reaching out to Ranae about the Clear Creek Trail / Bikes For All event payment. A check will need to be mailed out prior to the events.

**8. ANNOUNCEMENTS**

- There will not be a July ACAC meeting.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** June 11, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 11:59 a.m.

\* = Indicates action items



<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<u>Present</u> Ranae Beeker Kris Colcock Brent Rotter Jamin Mason Marsha Cutting Molly Brooks Amanda Gonzalez Kat Woofter JR Kinnison	Kimberlee Williams, Kitsap County DEI Manager A. Preston, Hairstylist	Justin Wing
<u>Absent</u> Jeff Vinecourt (excused) Gayle Pasi (un-excused)		



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Richard Becker, Coordinator  
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# Accessible Communities Advisory Committee

August 13, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

## AGENDA

### [Join the meeting](#)

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 860 7678 1072 | Passcode: 024088

### 1. CALL TO ORDER

### 2. INTRODUCTIONS

### 3. APPROVAL OF THE June 11, 2024, MINUTES\* (attachment 1)

### 4. PRESENTATION: Amanda Gonzalez, Certified ADA Coordinator

### 5. UPDATES:

- a. Clear Creek Trail Ride
- b. Farmers Markets – Brent Rotter
- c. Pacific Islander Fair
- d. City of Poulsbo Accessible Tricycles
- e. Sea Discovery Center Accessible Door Project
- f. Portable Ramps Rental Report

### 6. NEW BUSINESS:

- a. Bikes For All Event
- b. Week Without Driving Campaign
- c. Right to Repair and Repair Café
- d. Disability Pride 2025

### 7. DELEGATION OF TASKS / MOVING FORWARD

### 8. ANNOUNCEMENTS

### 9. PUBLIC COMMENT

Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.

### 10. UPCOMING MEETING: September 10, 2024, at 10 a.m.

### 11. ADJOURNMENT

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, June 11, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:01 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE May 14, 2024, MINUTES\***

*MOTION: Ranae Beeker moved to approve the May 14, 2024; minutes as presented. Amanda Gonzalez seconded. Motion carried.*

4. **PRESENTATION: Steve Gardner, Kitsap County Public Information Officer**

There was no presentation during the June ACAC meeting.

5. **UPDATES:**

**a. Juneteenth**

- The ACAC will be attending Juneteenth: People's March and Freedom Festival on June 15 from 10a-3p in Bremerton. The People's March begins at the Norm Dicks building and leads to Evergreen Park for the Freedom Festival. Amanda will bring stickers and will help setup while Molly is going to help tear down once the event is complete.

**b. Clear Creek Trail Ride**

- The Clear Creek Trail Ride (CCTR) takes place on July 20 from 10a-12p in Silverdale. Ranae shared that Clear Creek hasn't charged the ACAC in the past for this event, she will be reaching out to get clarification. The ACAC will provide water and have an available first aid kit on hand. Attendees will have the option to choose from a 1-mile trail or a longer 2 mile trail, both in which are paved. Kris mentioned the idea of making the Hippocampe chairs available for the CCTR to offer real world use, Ranae will follow up with this idea.

**c. Bikes For All event**

- The Bikes For All event will take place on September 13 from 3p-7p. Skookum has offered to pay for this year's event, but the location is currently undecided as Olympic College is unavailable during this time.

**d. Outreach – Brent Rotter**

- Brent shared that most farmers markets are now setup, he is in talks with Poulsbo's farmers market in hopes to register for a space in August.

- Although Brent's internship has ended Rebecca Pirtle and Brent will continue to meet to help with outreach for the ACAC projects and events.

**e. City of Poulsbo Proposal for accessible tricycles**

- Justin shared that Kelly has been working on the City of Poulsbo contract to extend it from June 30, 2024, to December 31, 2024. Justin noted that they have received invoices from the City of Poulsbo and are hopeful the Tricycles will be ready by the beginning of July in time for the summer concert series in Poulsbo.

**f. Sea Discovery Center accessible door project**

- Justin shared that Kelly has been working with Bridget Anderson (Director, Sea Discovery Center) in hopes to begin construction by the end of June. This project has been in the works since August 2023 and the Sea Discovery Center is ready to move forward to get this project completed.

**6. NEW BUSINESS:**

**a. Clear Creek Trail Clean Up**

- Clear Creek Trail Clean Up will take place on June 21 and 22 from 9a-12p with lunch provided. This will help prepare for the Clear Creek Trail Ride taking place on July 20.

**b. Kitsap Pride**

- Brent shared that the ACAC was unable to obtain a spot for Kitsap Pride this year.

**c. Pacific Islander Fair**

- The Pacific Islander Fair takes place on August 10 at Pendergast Park in Bremerton. The 2023 cost was \$250, Ranae will be reaching out to determine the cost for 2024. Setup for the fair takes place at 9a, more details to come.

**d. No meeting in July**

- The ACAC will not hold a meeting in July, so members are able to focus on upcoming summer projects and events. Meetings are scheduled to resume on August 13.

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Ranae would like to have Clear Creek Trail Ride flyers printed for a marketing push leading up to the event in July.
- Amanda shared that the Week Without Driving (WWD) sub-committee is scheduled to meet on June 26 at 2:30p via Zoom to discuss details about this year's WWD campaign. WWD takes place from September 30 – October 6, 2024. Ranae mentioned that Skookum is interested in participating so Ranae will be reaching out to Megan Mason-Todd (Vice President, Skookum) and Zach Tomlinson (CIO, Skookum) to discuss in more detail.

**8. ANNOUNCEMENTS**

- Congratulations to Brent Rotter for graduating from the University of Washington – Tacoma.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** August 13, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 11:00 a.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p><u>Present</u></p> <p>Ranae Beeker Kris Colcock Brent Rotter Jamin Mason Molly Brooks Amanda Gonzalez Gayle Pasi</p> <p><u>Absent</u></p> <p>Jeff Vinecourt (excused) JR Kinnison (un-excused) Kat Woofter (un-excused) Marsha Cutting (excused)</p>	<p>Annie Chatman, Customer Service Lead at Kitsap Transit</p>	<p>Justin Wing Rebecca Pirtle</p>



# Department of Human Services

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## Accessible Communities Advisory Committee

September 10, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

#### [Join the meeting](#)

Dial by your location  
+1 253 215 8782 US (Tacoma)  
Meeting ID: 860 7678 1072  
Passcode: 024088

1. **CALL TO ORDER**
2. **INTRODUCTIONS**
3. **APPROVAL OF THE August 13, 2024, MINUTES\*** (attachment 1)
4. **PRESENTATION:** Dave Rasmussen, Public Educator for the Department of Emergency Management
5. **UPDATES:**
  - a. Bikes For All event
  - b. Week Without Driving Proclamation
  - c. City of Poulsbo Accessible Tricycles
  - d. Sea Discovery Center Accessible Door Project
6. **NEW BUSINESS:**
  - a. Bainbridge Island Senior Center Resource Fair
7. **DELEGATION OF TASKS / MOVING FORWARD**
8. **ANNOUNCEMENTS**
9. **PUBLIC COMMENT**  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.
10. **UPCOMING MEETING:** October 8, 2024, at 10 a.m.
11. **ADJOURNMENT**

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, August 13, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:06 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE June 11, 2024, MINUTES\***

*MOTION: Amanda Gonzalez moved to approve the June 11, 2024; minutes as presented. Marsha Cutting seconded. Motion carried.*

4. **PRESENTATION: Amanda Gonzalez, Certified ADA Coordinator**

Amanda Gonzalez will be presenting during the October advisory meeting.

5. **UPDATES:**

**a. Clear Creek Trail Ride**

- Ranae shared that five people attended this year with Kitsap Transit bringing swag for the attendees. Ranae suggested more advertising and marketing be done to benefit next year's event in hopes to boost attendance and awareness. Kitsap County Commissioner Christine Rolfes attended and would like to see more of these events in the future.

**b. Farmers Markets – Brent Rotter**

- Brent shared that this year's Farmers Markets were relatively successful and that everyone enjoyed having the ACAC attend and bring knowledge to the community about the ACAC's mission. Brent felt that the information cards and marketing materials that were handed out to the attendees will benefit the ACAC in the long term.

**c. Pacific Islander Fair**

- Ranae shared that although the Pacific Islander Fair was a great event, sand was an accessibility issue throughout the day. Ranae would like the ACAC to partner with the Pacific Islander Fair coordinators for next year's event to help ensure the fair is more accessible to all. Ranae noted that not only did wheelchairs continue to get stuck in the sand, guests with strollers and other mobility issues were having a difficult time, too.

**d. City of Poulsbo Accessible Tricycles**

- Justin shared that the City of Poulsbo has received the storage shed and has ordered the tricycles with an estimated arrival by the end of August. The City of

Poulsbo has been working on operating manuals, procedures, marketing materials, and other internal documents for the program. The City of Poulsbo anticipates by the September reporting period that the rentals will be live, and participant data and demographics will be collected and reported.

**e. Sea Discovery Center Accessible Door Project**

- Justin shared that new estimates have been made and are being finalized. Justin and Kelly have met with Bridget Anderson (SEA Discovery Center) to ensure that this project remains on budget and that construction can begin once the contract is signed.

**f. Portable Ramps Rental Report**

- Justin shared that from December 2023 – January 2024 Peninsula Alliance had one ramp rental. From January 2024 – June 2024, they had six ramp rentals. Peninsula Alliance is averaging roughly one ramp rental a month through the first part of 2024.

**6. NEW BUSINESS:**

**a. Bikes For All Event**

- The Bikes For All event takes place on September 13 from 3p-7p at the Kitsap County Fairgrounds Sheep Barn located in Bremerton. The Outdoors for All Foundation has partnered with the Bikes For All event this year and will be bringing a van full of adaptive bikes to utilize as long as each rider has a helmet. Skookum has paid for the fees for this year's event, pizza and water will be served to the attendees. Other partners include the Kitsap Public Health District and Olympic College while Ranae shared that Easterseals is also interested in partnering. More details to come.

**b. Week Without Driving (WWD) Campaign**

- Amanda shared that the WWD sub-committee met in June to discuss going forward with proclamations for the campaign in hopes to better promote WWD. Amanda will be sending an email to the WWD sub-committee members to schedule a meeting for the end of August as the event nears. Amanda wants to start to push forward and secure proclamations ensuring the WWD campaign is well-attended and successful.

**c. Right to Repair and Repair Café**

- Mobility Works hosted a Wheelchair Repair Café on July 13 for individuals needing assistance fixing their manual wheelchairs. The event was hosted by The Here and Now Project and presented by their Disability Advocacy Coalition Committee in hopes to bring community members together to help repair wheelchairs for people that are unable to do so.



- Marsha announced that Olympic Pharmacy in Gig Harbor supports a Wheelchair only Right to Repair Bill. This Bill would give Washingtonians the ability to fix their own wheelchairs utilizing expanded access to manufacturers spare parts, physical and software tools, and diagnostic and schematic information needed for repairs. This would also give people the option to choose small repair shops rather than needing to go through large manufacturers, which in turn would cost more and take additional time for repairs.

**d. Disability Pride 2025**

- Marsha requested that the ACAC create a Disability Pride sub-committee for next year. The ACAC missed out on Pride 2024 as the event was booked. Marsha wants to think ahead and have a plan of action going into next year, 2025.

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Amanda will be scheduling a Week Without Driving (WWD) sub-committee meeting for the end of August to discuss proclamations as the campaign nears.

**8. ANNOUNCEMENTS**

- Juneteenth event took place on June 15th beginning at the Norm Dicks building in Bremerton at 10a leading to Evergreen Park for the Freedom Festival. Amanda, Brent, Marsha, and Molly all attended Juneteenth sharing that it was a well-attended event. The ACAC had a spot on a concrete pad, which made it easier to interact with all of the attendees.
- Dianne Iverson, Vice Chair of Leafline Coalition shared information about the North Sound to Olympics (NSTO) Trail Planning Study. Currently there are 560 miles of paved trails that exist but are not currently connected to each other. These gaps have been identified as accessibility issues that need to be addressed. This study ultimately will help provide advance analysis of the NSTO shared-use path concepts identified and documented from prior outreach and planning efforts. This study will inform Kitsap County Public Works prioritization of path projects in the development of the County's Six-Year Transportation Improvement Program (TIP) and Annual Construction Program. During this process, the Board of County Commissioners conducts formal public hearings where the public can provide input and suggestions for projects.
- Marsha spoke briefly about the Youth Leadership Forum presented by the Governor's Committee on Disability Issues and Employment (GCDE) that will take place in early August 2025 at the Dumas Bay Retreat Center in Federal Way. This forum is an innovative six-day leadership training program for upcoming high school juniors and seniors with disabilities. Delegates are selected from around the State of Washington to cultivate leadership, and citizenship skills while having fun and making friends. There will be virtual watch parties around the state with break out rooms available on Zoom for anyone unable to attend in person. More details to come.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** September 10, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 12:00 p.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Ranae Beeker Marsha Cutting Kris Colcock Brent Rotter Amanda Gonzalez</p> <p style="text-align: center;"><u>Absent</u></p> <p>Jeff Vinecourt (excused) JR Kinnison (unexcused) Kat Woofter (unexcused) Molly Brooks (unexcused) Gayle Pasi (unexcused) Jamin Mason (unexcused)</p>	<p>Annie Chatman, Customer Service Lead at Kitsap Transit Angela Cox, Autism Resources Navigator at Holly Ridge Center Stuart Heslop, Grant Writer in Port Gamble Dianne Iverson, Vice Chair for Leafline Coalition Erica W., Kitsap Public Health District Hannah A., Community Advocate</p>	<p>Justin Wing</p>



# Department of Human Services

Doug Washburn  
Director

KITSAP COUNTY  
DEPARTMENT OF HUMAN  
SERVICES

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Veterans Assistance  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

October 08, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

#### [Join the meeting](#)

Dial by your location  
+1 253 215 8782 US (Tacoma)  
Meeting ID: 860 7678 1072  
Passcode: 024088

1. **CALL TO ORDER**
2. **INTRODUCTIONS**
3. **APPROVAL OF THE August 13, AND September 10, 2024, MINUTES\***  
(attachments 1 and 2)
4. **PRESENTATION:** Amanda Gonzalez, Certified ADA Coordinator
5. **UPDATES:**
  - a. Bikes For All event
  - b. Week Without Driving
  - c. Discover Kingston event
  - d. Port Gamble S'Klallam Tribe
  - e. City of Poulsbo Accessible Tricycles
6. **NEW BUSINESS:**
  - a. Bainbridge Island Senior Center Resource Fair
  - b. Kitsap Youth Rally
  - c. Youth Leadership Forum
  - d. ACAC expectations
7. **DELEGATION OF TASKS / MOVING FORWARD**
8. **ANNOUNCEMENTS**
9. **PUBLIC COMMENT**  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.
10. **UPCOMING MEETING:** November 12, 2024, at 10 a.m.
11. **ADJOURNMENT**

\* = Indicates action item



## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, August 13, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:06 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE June 11, 2024, MINUTES\***

*MOTION: Amanda Gonzalez moved to approve the June 11, 2024; minutes as presented. Marsha Cutting seconded. Motion carried.*

4. **PRESENTATION: Amanda Gonzalez, Certified ADA Coordinator**

Amanda Gonzalez will be presenting during the October advisory meeting.

5. **UPDATES:**

**a. Clear Creek Trail Ride**

- Ranae shared that five people attended this year with Kitsap Transit bringing swag for the attendees. Ranae suggested more advertising and marketing be done to benefit next year's event in hopes to boost attendance and awareness. Kitsap County Commissioner Christine Rolfes attended and would like to see more of these events in the future.

**b. Farmers Markets – Brent Rotter**

- Brent shared that this year's Farmers Markets were relatively successful and that everyone enjoyed having the ACAC attend and bring knowledge to the community about the ACAC's mission. Brent felt that the information cards and marketing materials that were handed out to the attendees will benefit the ACAC in the long term.

**c. Pacific Islander Fair**

- Ranae shared that although the Pacific Islander Fair was a great event, sand was an accessibility issue throughout the day. Ranae would like the ACAC to partner with the Pacific Islander Fair coordinators for next year's event to help ensure the fair is more accessible to all. Ranae noted that not only did wheelchairs continue to get stuck in the sand, guests with strollers and other mobility issues were having a difficult time, too.

**d. City of Poulsbo Accessible Tricycles**

- Justin shared that the City of Poulsbo has received the storage shed and has ordered the tricycles with an estimated arrival by the end of August. The City of

Poulsbo has been working on operating manuals, procedures, marketing materials, and other internal documents for the program. The City of Poulsbo anticipates by the September reporting period that the rentals will be live, and participant data and demographics will be collected and reported.

**e. Sea Discovery Center Accessible Door Project**

- Justin shared that new estimates have been made and are being finalized. Justin and Kelly have met with Bridget Anderson (SEA Discovery Center) to ensure that this project remains on budget and that construction can begin once the contract is signed.

**f. Portable Ramps Rental Report**

- Justin shared that from December 2023 – January 2024 Peninsula Alliance had one ramp rental. From January 2024 – June 2024, they had six ramp rentals. Peninsula Alliance is averaging roughly one ramp rental a month through the first part of 2024.

**6. NEW BUSINESS:**

**a. Bikes For All Event**

- The Bikes For All event takes place on September 13 from 3p-7p at the Kitsap County Fairgrounds Sheep Barn located in Bremerton. The Outdoors for All Foundation has partnered with the Bikes For All event this year and will be bringing a van full of adaptive bikes to utilize as long as each rider has a helmet. Skookum has paid for the fees for this year's event, pizza and water will be served to the attendees. Other partners include the Kitsap Public Health District and Olympic College while Ranae shared that Easterseals is also interested in partnering. More details to come.

**b. Week Without Driving (WWD) Campaign**

- Amanda shared that the WWD sub-committee met in June to discuss going forward with proclamations for the campaign in hopes to better promote WWD. Amanda will be sending an email to the WWD sub-committee members to schedule a meeting for the end of August as the event nears. Amanda wants to start to push forward and secure proclamations ensuring the WWD campaign is well-attended and successful.

**c. Right to Repair and Repair Café**

- Mobility Works hosted a Wheelchair Repair Café on July 13 for individuals needing assistance fixing their manual wheelchairs. The event was hosted by The Here and Now Project and presented by their Disability Advocacy Coalition Committee in hopes to bring community members together to help repair wheelchairs for people that are unable to do so.

- Marsha announced that Olympic Pharmacy in Gig Harbor supports a Wheelchair only Right to Repair Bill. This Bill would give Washingtonians the ability to fix their own wheelchairs utilizing expanded access to manufacturers spare parts, physical and software tools, and diagnostic and schematic information needed for repairs. This would also give people the option to choose small repair shops rather than needing to go through large manufacturers, which in turn would cost more and take additional time for repairs.

**d. Disability Pride 2025**

- Marsha requested that the ACAC create a Disability Pride sub-committee for next year. The ACAC missed out on Pride 2024 as the event was booked. Marsha wants to think ahead and have a plan of action going into next year, 2025.

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Amanda will be scheduling a Week Without Driving (WWD) sub-committee meeting for the end of August to discuss proclamations as the campaign nears.

**8. ANNOUNCEMENTS**

- Juneteenth took place on June 15 beginning at the Norm Dicks building in Bremerton at 10a leading to Evergreen Park for the Freedom Festival. Amanda, Brent, Marsha, and Molly all attended Juneteenth sharing that it was a well-attended event. The ACAC had a spot on a concrete pad, which made it easier to interact with all of the attendees.
- Dianne Iverson, Vice Chair of Leafline Coalition shared information about the North Sound to Olympics (NSTO) Trail Planning Study. Currently there are 560 miles of paved trails that exist but are not currently connected to each other. These gaps have been identified as accessibility issues that need to be addressed. This study ultimately will help provide advance analysis of the NSTO shared-use path concepts identified and documented from prior outreach and planning efforts. This study will inform Kitsap County Public Works prioritization of path projects in the development of the County's Six-Year Transportation Improvement Program (TIP) and Annual Construction Program. During this process, the Board of County Commissioners conducts formal public hearings where the public can provide input and suggestions for projects.
- Marsha spoke briefly about the Youth Leadership Forum presented by the Governor's Committee on Disability Issues and Employment (GCDE) that will take place in early August 2025 at the Dumas Bay Retreat Center in Federal Way. This forum is an innovative six-day leadership training program for upcoming high school juniors and seniors with disabilities. Delegates are selected from around the State of Washington to cultivate leadership, and citizenship skills while having fun and making friends. There will be virtual watch parties around the state with break out rooms available on Zoom for anyone unable to attend in person. More details to come.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** September 10, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 12:00 p.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<u>Present</u> Ranae Beeker Marsha Cutting Kris Colcock Brent Rotter Amanda Gonzalez	Annie Chatman, Customer Service Lead at Kitsap Transit Angela Cox, Autism Resources Navigator at Holly Ridge Center Stuart Heslop, Grant Writer in Port Gamble	Justin Wing
<u>Absent</u> Jeff Vinecourt (excused) JR Kinnison (unexcused) Kat Woofter (unexcused) Molly Brooks (unexcused) Gayle Pasi (unexcused) Jamin Mason (unexcused)	Dianne Iverson, Vice Chair for Leafline Coalition Erica W., Kitsap Public Health District Hannah A., Community Advocate	

## **Accessible Communities Advisory Committee**

10:00am-12:00pm

Tuesday, September 10, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:04 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE August 13, 2024, MINUTES\***

*No quorum.*

4. **PRESENTATION: Dave Rasmussen, Public Educator for the Department of Emergency Management**

Dave will be presenting during the November advisory meeting due to other commitments.

5. **UPDATES:**

**a. Bikes For All Event**

- Sponsored by Outdoors For All (OFA), the Bikes For All event takes place on Friday, September 13 from 3p-7p at the Kitsap County Fairgrounds Sheep Barn in Bremerton. Kris shared that OFA will be bringing all types of accessible and adaptable bikes, and all you need is a helmet to participate. Kitsap Transit will be on hand giving out swag to anyone that attends. Helmets will also be provided for attendees that were unable to bring one.

**b. Week Without Driving Proclamation**

- Week Without Driving takes place from September 30 – October 6, which encourages all people to find other modes of transportation to get where they need to go for the week. Kris, Kat, and JR were all present at the Kitsap County Commissioners meeting on Monday, September 9 to present the proclamation to the County Commissioners. The proclamation was signed by the Commissioners to hereby proclaim September 30 – October 6 as Week Without Driving in Kitsap County.

**c. City of Poulsbo Accessible Tricycles**

- The accessible tricycles have arrived in Poulsbo, Justin anticipates a September update showing participation data and demographics. Justin noted that Poulsbo has internal documents ready, such as operating manuals and procedure guidelines. Justin will be reaching out to the City of Poulsbo to inquire about the marketing plan for the tricycles.



#### **d. Sea Discovery Center Accessible Door Project**

- A draft contract has been sent to Bridget Anderson, Director of Operations and Outreach for the Sea Discovery Center and Holly Hill, Senior Director of Western Washington University (WWU). Once they are content with the contract, it will then go through the counties routing system and eventually get to the County Commissioners for signature. This has been a long process but once construction starts on the accessible door the timeframe for completion is around 3-4 days. Dahl Glass and South Sound Electrical are the contractors working on this project.

#### **6. NEW BUSINESS:**

##### **a. Bainbridge Island Senior Center Resource Fair**

- Taking place on Sunday, October 13 from 2p-5p, the senior center resource fair is an opportunity for individuals to learn more about Transportation Services, Emergency Preparation, and Housing. Kris emphasized that this is a great outreach opportunity for the ACAC to continue to inform people about our mission and what we advocate for every day.

##### **b. Youth Leadership Forum**

- Marsha spoke about the Youth Leadership Forum presented by the Governor's Committee on Disability Issues and Employment (GCDE) that will take place in early August 2025. This forum is an innovative six-day leadership training program for upcoming high school juniors and seniors with disabilities. Not only will this empower individuals with disabilities, but it will also build a strong network of youth with disabilities, which is an important step for the future.
- Delegates are selected from around the State of Washington to cultivate leadership, and citizenship skills while having fun and making friends. There will be virtual watch parties around the state with break out rooms available on Zoom for anyone unable to attend in person. Marsha suggested that the ACAC host an event in our community aimed towards bringing youth with disabilities together.

#### **7. DELEGATION OF TASKS / MOVING FORWARD**

- The Discover Kingston Open House takes place on September 30 from 4p-7p at the Village Green Community Center in Kingston. This open house provides area residents, service providers, developers, and business owners the opportunity to visit information and resource tables to learn about projects and planning in the Kingston area. People attending will also find out how to get involved with local service organizations, clubs, youth groups and advocacy efforts that offer activities, services, resources, and volunteer opportunities.

**8. ANNOUNCEMENTS**

- Justin will be sending a link out to everyone who is not signed up for GovDelivery notifications. This will allow you to receive updates via email or text when the ACAC agenda is posted along with other County news and announcements.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** October 8, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 10:47 a.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Marsha Cutting Kris Colcock</p> <p style="text-align: center;"><u>Absent</u></p> <p>Jeff Vinecourt (excused) Ranae Beeker (excused) Brent Rotter (excused) Amanda Gonzalez (excused) JR Kinnison (unexcused) Kat Woofter (unexcused) Molly Brooks (excused) Gayle Pasi (unexcused) Jamin Mason (unexcused)</p>	<p>Annie Chatman, Customer Service Lead at Kitsap Transit Angela Cox, Autism Resources Navigator at Holly Ridge Center Maria F., Kitsap Public Health District Equity Program Hannah Anderson, Grant Writer for Port Gamble Leslie Purser, Special Needs Advocate Ashley Jones, Community Advocate Mary G., Community Advocate Sterling B., Community Advocate</p>	<p>Justin Wing</p>



# Department of Human Services

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Director  
Phone: 253.370.1136.

Veterans Assistance  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

November 12, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

#### [Join the meeting](#)

Dial by your location  
+1 253 215 8782 US (Tacoma)  
Meeting ID: 860 7678 1072  
Passcode: 024088

1. **CALL TO ORDER**
2. **INTRODUCTIONS**
3. **APPROVAL OF THE October 08, 2024, MINUTES\*** (attachment 1)
4. **PRESENTATION:** Dave Rasmussen, Public Educator – Department of Emergency Management
5. **UPDATES:**
  - a. Bainbridge Island Senior Center Resource Fair
  - b. Kingston Resource Fair
  - c. Audubon Society Accessible Walk
  - d. City of Poulsbo Accessible Tricycles
  - e. Sea Discovery Center Accessible Door Project
6. **NEW BUSINESS:**
  - a. Solstice Lantern Walk
  - b. Putting the Social in Social Justice event
  - c. Youth Leadership Forum
  - d. Kitsap Youth Human Rights Rally
7. **DELEGATION OF TASKS / MOVING FORWARD**
8. **ANNOUNCEMENTS**
9. **PUBLIC COMMENT**  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.
10. **UPCOMING MEETING:** December 10, 2024, at 10 a.m.
11. **ADJOURNMENT**

\* = Indicates action item



## **Accessible Communities Advisory Committee (ACAC)**

10:00am-12:00pm

Tuesday, October 08, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:05 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE August 13, AND September 10, 2024, MINUTES\***

*MOTION: Angela Cox moved to approve the August 13, 2024; minutes as presented. Ranae Beeker seconded. Motion carried.*

*MOTION: Ranae Beeker moved to approve the September 10, 2024; minutes as presented. Angela Cox seconded. Motion carried.*

4. **Amanda Gonzalez – Certified ADA Coordinator**

Amanda introduced herself and explained that she decided to become a certified ADA coordinator because she loves history and wants to make history more accessible. History exhibits and museums should be providing accessible physical spaces like ramps, elevators and wider doors along with providing sensory experiences, and sign language interpretation. Engaging with different senses and presenting information in various formats to cater to a wider audience is important.

The Americans with Disabilities Act (ADA) was signed into law in 1990 and was the world's first comprehensive civil rights law for people with disabilities. The five titles of the ADA include;

1. Employment – Covers employment practices for private employers with 15 or more employees, state and local governments, employment agencies, and labor unions. It requires employers to provide reasonable accommodations to qualified applicants and employees
2. State and Local Government services – Covers programs and activities of state and local government entities.
3. Public Accommodations and Commercial facilities – Covers privately owned facilities and places of businesses. It mandates that businesses provide reasonable accommodations to make their facilities accessible to disabled customers.
4. Telecommunication – Requires telecommunications companies that offer telephone service to the general public to have telephone relay service for people who use TTYs or similar devices.
5. Miscellaneous Provisions – Includes a provision that prohibits coercing, threatening, or retaliating against people with disabilities or those who help them assert their rights under the ADA.

An ADA Coordinator is required under Title II of ADA for a public entity with 50 or more employees.

Amanda's goal is to help guide companies to become better accessible. During the summer Amanda performed an accessibility audit and report at the Bainbridge Artisan Resource Network (BARN) in Bainbridge Island. This included a 30-page report documenting each studio in BARN and how accessible they are to people with disabilities. This included the overall space, how high or low something was, and if there were ramps available. These audits provide short term and long term recommendations for the business to become better accessible to all.

Amanda concluded by sharing resources for people that have additional ADA questions. You can visit the [Local ADA Center](#) or [ADA.gov](#) for additional information and resources.

## **5. UPDATES:**

### **a. Bikes For All Event**

- 26 people attended the Bikes For All (BFA) event along with ACAC members and guests Amanda, Molly, Angela, Brent, and Ashley. Skookum and Kitsap Public Health District sponsored BFA, and Central Kitsap Fire Department were a great help with the helmets. BFA was a successful event, and Skookum is interested in sponsoring again in 2025. Amanda shared that many of the community members that attended were engaged and interested in the adaptable bikes.

### **b. Week Without Driving**

- Week Without Driving (WWD) took place from September 30 – October 6, a proclamation was signed by the Kitsap County Commissioner's in early September encouraging all people to find other modes of transportation to get where they need to go for the week. The ACAC will discuss next years WWD during the March 2025 meeting, while the WWD sub-committee will be created in November.

### **c. Discover Kingston event**

- Marsha expressed that the Discover Kingston Open House was successful and although the venue was crowded, she was able to show the Commissioner's pictures showing the lack of accessible waterfront property currently located in Kingston. Marsha feels that there are adaptive possibilities when it comes to accessible waterfront property for easier access, and she is hopeful something changes in the future.

### **d. Port Gamble S'Klallam Tribe**

- Marsha shared what an amazing experience it was and that she has been wanting to connect with the Port Gamble S'Klallam Tribe for a long time. Marsha learned about their culture and how access to water is important to their culture.

### **e. City of Poulsbo Accessible Tricycles**

- Justin announced that the accessible tricycles have been assembled. The City of Poulsbo will soon start a testing phase with a small focus group to evaluate their performance on city streets, particularly focusing on the motor and battery

capacity. By the end of the month, the City of Poulsbo will provide Justin with a marketing plan detailing how they intend to inform the community about the accessible tricycle rentals.

## **6. NEW BUSINESS:**

### **a. Bainbridge Island Senior Center Resource Fair**

- Marsha and Kris will be attending the senior center resource fair on Sunday, October 13 from 2p-5p. This is a great opportunity for individuals to learn more about Transportation Services, Emergency Preparation, and Housing. This is also a great outreach opportunity for the ACAC to continue informing people about our mission and what we advocate for.

### **b. Kitsap Youth Rally**

- The Kitsap Youth Rally is scheduled for March 25, 2025, at Olympic College in Bremerton. Ranae, Brent, and Angela will form a sub-committee and create a presentation in January to ensure they are prepared.

### **c. Youth Leadership Forum**

- Marsha spoke about the Youth Leadership Forum presented by the Governor's Committee on Disability Issues and Employment (GCDE) that will take place on August 1, 2025, from 1-4p. This forum is a six-day leadership training program for upcoming high school juniors and seniors with disabilities.
- Delegates are selected from around the State of Washington to cultivate leadership, and citizenship skills while having fun and making friends. There will be virtual listening parties around the state with break out rooms available on Zoom with a focus on advocacy. Marsha suggested that the ACAC host a listening party aimed towards bringing youth with disabilities together. The ACAC will be marketing this forum at the Kitsap Youth Rally.

### **d. ACAC expectations**

- Kris emphasized the importance as an ACAC member to attend meetings on a regular basis to help facilitate action, provide different solutions, volunteer in the community, and to provide a platform for people with disabilities.

## **7. DELEGATION OF TASKS / MOVING FORWARD**

- A Week Without Driving sub-committee will need to be created for next years event. The sub-committee will be determined during the November meeting.

## **8. ANNOUNCEMENTS**

- Kris reminded the group to make it known in November if anyone is interested in running for Chair or Vice-Chair of the ACAC. Voting will take place during the December meeting.

- October 15 is White Cane Day, which honors the white cane as a symbol of independence and the achievements of people who are blind or visually impaired. There will be a White Cane Walk on October 13 from 11a-3p which will include an accessible gaming lab, and a cane drive sponsored by You Cane Give.
- The Kitsap Audubon Society is sponsoring an Accessible to all Clear Creek Trail Birdability walk in Silverdale on October 26 from 10a-1p where you can learn about local birds and engage with the people of the Audubon Society.

**9. PUBLIC COMMENT**

- There was no public comment this month.

**9. UPCOMING MEETING:** November 12, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 12:00 p.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Marsha Cutting            Kris Colcock            Angela Cox            Brent Rotter            Amanda Gonzalez            Molly Brooks            Ranae Beeker</p> <p style="text-align: center;"><u>Absent</u></p> <p>Jeff Vinecourt (excused)            JR Kinnison (unexcused)            Kat Woofter (unexcused)            Gayle Pasi (excused)            Jamin Mason (unexcused)</p>	<p>Maria Fergus, Kitsap Public Health District Equity Program            Ashley Jones, Community Advocate            Julien Thorn, Customer Experience Manager – Zev Co-op</p>	<p>Justin Wing</p>



# Department of Human Services

Doug Washburn  
Director

KITSAP COUNTY  
DEPARTMENT OF HUMAN  
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Substance Abuse Prevention  
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Veterans Assistance  
Richard Becker, Coordinator  
Phone: 360.337.4811

## Accessible Communities Advisory Committee

December 10, 2024  
10 a.m. to 12 p.m.  
Virtual Meeting via Zoom

### AGENDA

[Click here to join the meeting](#)

Dial by your location

1 253 215 8782 US (Tacoma)

Meeting ID: 860 7678 1072

Passcode: 024088

1. **CALL TO ORDER**
2. **INTRODUCTIONS**
3. **APPROVAL OF THE November 12, 2024, MINUTES\*** (attachment 1)
4. **UPDATES:**
  - a. Putting the Social in Social Justice event
  - b. Solstice Lantern Walk
  - c. City of Poulsbo Accessible Tricycles
  - d. Sea Discovery Center Accessible Door Project
5. **NEW BUSINESS:**
  - a. 2025 Advisory Group Work Plan\*
  - b. Chair and Vice-Chair Nominations
6. **DELEGATION OF TASKS / MOVING FORWARD**
7. **ANNOUNCEMENTS**
8. **PUBLIC COMMENT**  
Please limit individual comments to **2 minutes**. Written comments may also be submitted to the Committee if this timeframe is insufficient.
9. **UPCOMING MEETING:** January 14, 2025, at 10 a.m.
10. **ADJOURNMENT**

\* = Indicates action item





## **Accessible Communities Advisory Committee (ACAC)**

10:00am-12:00pm

Tuesday, November 12, 2024

1. **CALL TO ORDER:** Kris Colcock called the meeting to order at 10:04 a.m. via Zoom.

2. **INTRODUCTIONS:** Introductions were made, attendance was taken.

3. **APPROVAL OF THE October 8, 2024, MINUTES\***

*MOTION: Ranae Beeker moved to approve the October 8, 2024; minutes as presented. Angela Cox seconded. Motion carried.*

4. **Dave Rasmussen: Public Educator – Kitsap County Department of Emergency Management**

Dave introduced himself as the Public Educator for Kitsap County Department of Emergency Management (KCDEM). He shared information about disaster preparedness specifically related to earthquakes and he emphasized that KCDEM's mission is to prepare for, respond to, recover from, and mitigate for any emergency or disaster that could affect Kitsap County and its cities. Additional highlights included:

- Becoming two weeks ready – Ensure that you have a gallon of water per person per day saved. Additionally, build your food pantry along with making sure you have additional medication if needed, and create a go-bag with essentials and important documentation inside.
- Connect with your neighbors – In Kitsap County, they anticipate that roads, electricity, and communications would be impacted for days, and maybe weeks after a debilitating earthquake. It will be regular people who have prepared for such an event who will potentially save the lives of their neighbors. It is important that neighborhoods be able to sustain themselves even if stores are closed for weeks after a disaster.
- Ways to contribute – KCDEM wants to increase the effectiveness of emergency alerts to ensure they get out quicker and that they reach a larger amount of the population. Dave suggested building up a set of advocates and create a Disaster Response – Functional Assistance Support Team (FAST) to help facilitate disaster planning and effective alert awareness.

To stay up to date on disaster awareness and to be alerted when an emergency occurs you can sign up for emergency notifications from Kitsap Alert by visiting [kcowa.us/alert](https://kcowa.us/alert). For additional information about KCDEM and their mission you can also visit [Kitsapdem.com](https://kitsapdem.com).

## **5. UPDATES:**

### **a. Bainbridge Island Senior Center Resource Fair**

- Marsha shared that although not as many people showed up as expected the ACAC had better placement at the resource fair, which made it easier to converse and share valuable information with the public.

### **b. Kingston Resource Fair**

- Although the ACAC didn't have a table at this event Marsha was able to speak with two of the three Port Commissioner's and also show them pictures highlighting the lack of accessible waterfront property currently located in Kingston. Marsha feels that there are adaptive possibilities when it comes to accessible waterfront property for easier access, and she is hopeful something will change in the near future.

### **c. Audubon Society Accessible Walk**

- Ranae was happy to announce that the Audubon walk was very welcoming and engaging. The walk lasted an hour and a half; Ranae expressed interest in participating in more walks in the future based on Kitsap County Commissioner Christine Rolfes recommendation.

### **d. City of Poulsbo Accessible Tricycles**

- The City of Poulsbo has started the testing phase with a small focus group to evaluate the motor and battery capacity of the accessible tricycles on city streets. A marketing plan is being developed by the City of Poulsbo to ensure residents are aware of the rental program. Once the focus group completes the testing phase, they will move forward with opening the rentals to the public.

### **e. Sea Discovery Center Accessible Door Project**

- Justin shared that the contract is now in Kitsap County's routing process and are hopeful the contract gets signed during the Commissioner's Regular Meeting on November 25. Once the contract is signed, we will work with the contractors to schedule a time to begin construction on the Sea Discovery Center accessible door. Once construction begins it should take a couple of days to complete, We are hopeful that construction will begin by the beginning of 2025.

## **6. NEW BUSINESS:**

### **a. Solstice Lantern Walk**

- The Bloedel Reserve on Bainbridge Island is hosting guided lantern walks during the month of December. There will be three silent solstice walks taking place on December 18, 19, and 20, while Bloedel will also offer a family solstice walk on December 21, and 22. Each walk starts promptly at 5pm and includes lantern use for each person participating. The walks are roughly 1 ½ miles long and last approximately 1 hour. There are a limited number of spots as Bloedel caps the

amount of people for each walk to 30 individuals. For additional information or to sign up for any of the offered solstice walks you can visit the [Bloedel Reserve](#) website.

**b. Putting the Social in Social Justice event**

- Marsha, Amanda, Ashley, Nancy, Angela, and Annie will be attending this event, which is scheduled for November 19 from 6-8pm at the Student Center at Olympic College in Bremerton. This Social Justice event is open to the public and will provide meet and greets showcasing organizations that promote human rights in Kitsap County. The public will be able to explore what each organization offers in the community and strategies for collaborating in the future.

**c. Youth Leadership Forum**

- Marsha announced that the forum has hit a snag, and they are taking a step back. Marsha will share more information during the December meeting.

**d. Kitsap Youth Human Rights Rally**

- The Kitsap Youth Human Rights Rally is scheduled for March 25, 2025, at Olympic College in Bremerton. Brent is going to take the lead on this event and will be updating the presentation that they utilized from last year's event. A sub-committee will be created, and updates will be provided during the January meeting.

**7. DELEGATION OF TASKS / MOVING FORWARD**

- Creating a Kitsap Youth Human Rights Rally sub-committee lead by Brent. The committee will be formed during the December meeting with additional updates provided by the group in January.

**8. ANNOUNCEMENTS**

- Kris reminded the group to make it known if anyone is interested in running for Chair or Vice-Chair of the ACAC. Voting will take place during the December meeting, email Kris if you have a nomination recommendation.

**9. PUBLIC COMMENT**

- None

**9. UPCOMING MEETING:** December 10, 2024, at 10 a.m. via Zoom.

**10. ADJOURNMENT:** The ACAC meeting adjourned at 11:45 a.m.

\* = Indicates action items

<b>ATTENDANCE</b>		
<b>MEMBERS</b>	<b>GUESTS</b>	<b>STAFF</b>
<p style="text-align: center;"><u>Present</u></p> <p>Marsha Cutting  Kris Colcock  Angela Cox  Brent Rotter  Molly Brooks  Ranae Beeker</p> <p style="text-align: center;"><u>Absent</u></p> <p>Jeff Vinecourt (unexcused)  JR Kinnison (unexcused)  Kat Woofter (unexcused)  Amanda Gonzales (unexcused)</p>	<p>Maria Fergus, Kitsap Public Health District Equity Program  Ashley Jones, Community Advocate  Annie Chatman, Customer Service Lead at Kitsap Transit  Hannah Anderson, Grant Writer for Port Gamble  Dave Rasmussen, Public Educator – Department of Emergency Management  Nancy Tietje, Community Advocate</p>	<p>Justin Wing  Rebecca Pirtle</p>



## Accessibility Communities Advisory Committee 2025 WORK PLAN

**Meeting Days, Time, and Location:** 2<sup>nd</sup> Tuesday of each month from 10a-12p Virtually via Zoom.

**Advisory Group Staff:** Justin Wing

**Advisory Group 2025 Chair/Co-Chair:** Kris Colcock, JR Kinnison

**Advisory Board Purpose/Mission Statement:** *To increase disability awareness and access for people with disabilities in Kitsap County through education and grant-funded projects.*

2025 Goals	Status Complete	2025 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 1: HIGH PRIORITY</b>			
1. Collaborating with other agencies to promote events that provide education on issues/topics relevant to individuals and groups who experience marginalization due to disabilities.	Ongoing	High	<p>Week Without Driving (September 29 - October 5, 2025).</p> <p><i>Committee members will attend approximately 2 events per month to promote this goal.</i></p>
2. To increase disability awareness and access for people by providing coordinated events that promote recreational opportunities for persons of all ages, and abilities.	Ongoing	High	Sea Discovery Center, Week Without Driving, Bikes for All, and the City of Poulsbo Accessible Tricycles.

2025 Goals	Status Complete	2025 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 2: MODERATE PRIORITY</b>			
1. Increasing accessibility to businesses with challenging entrances. Installing an accessible front door at the Sea Discovery Center.	Ongoing	Moderate	Construction to install an accessible front door at SEA will begin in January 2025.

2025 Goals	Status Complete	2025 Priority Level	Comments/Coordination (Individual or Sub-Committee)
<b>TIER 3: LOW PRIORITY</b>			
1. Continue informal committee member recruitment.	Ongoing	Low	Current level of committee membership is acceptable. Recruit as needed for the ACAC advisory group. Continue to recruit seeking fresh ideas and excitement.

<b>GOALS COMPLETED</b>			
<b>Goal</b>	<b>Status</b>	<b>Year</b>	<b>Comments</b>
Ramp rentals by Peninsula Alliance, Ride the Clear Creek Trail, and Hippocamp bikes.	Completed	2023 - 2024	Amazing accomplishments and commitment by the ACAC Advisory Committee.
Increasing accessibility to businesses with challenging entrances. Our accessibility Sticker project is currently in progress.	Completed	2024	The Sticker project and stickers came from a grant via the GCDE.
<b>Goal</b>	<b>Status</b>	<b>Year</b>	<b>Comments</b>
<b>Goal</b>	<b>Status</b>	<b>Year</b>	<b>Comments</b>
<b>GOALS ON HOLD</b>			