



Agenda  
Village of Arlington Heights  
Commission for Citizens with Disabilities  
Buechner Room-33 S. Arlington Heights Rd., AH 60005

January 9, 2024  
6:30 PM

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

A. November 14th, 2023 Minutes

**IV. REPORTS**

A. Announcements

**V. OLD BUSINESS**

A. Transportation Summit

**VI. NEW BUSINESS**

A. ADA Accessibility & Grievances

**VII. OTHER BUSINESS**

**VIII. PUBLIC COMMENT**

**IX. ADJOURNMENT**

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, [emercado@vah.com](mailto:emercado@vah.com) or (847)368-5793.



**Commission for Citizens with Disabilities  
1/9/2024**

**Item:** Minutes

**Department:** HHS

**ATTACHMENTS:**

**Description**

November 14th, 2023 Minutes

**Type**

Agreement

MINUTES OF THE REGULAR MEETING  
OF THE ARLINGTON HEIGHTS  
COMMISSION FOR CITIZENS WITH DISABILITIES  
**November 14th, 2023**

**I. CALL TO ORDER**

The regular meeting of the Arlington Heights Commission for Citizens with Disabilities was called to order by Chairperson Letwat at 6:33 PM in the Buechner Room at Village Hall.

**II. ROLL CALL**

**Present:** Sheryl Letwat, Chairperson  
Brian Harrison, Commissioner  
Jennifer Durkin, Commissioner  
Beth Deiter, Commissioner  
Pamela McVoy, Commissioner

**Also present:** Erin Mercado, Liaison, Social Worker -Disability and Geriatric Services  
James McAlister, Executive Director, Health & Human Services

**Absent:** Roxanne Calibraro, Commissioner  
Seth Goldberg, Commissioner  
David McCallum, Commissioner  
Eva Mullinax, Commissioner

**III. APPROVAL OF MINUTES**

**A motion was made by Commissioner Letwat to approve the minutes of the August 2023 Commissions for Citizens with Disabilities Meeting and the August Transportation Senior Citizens' Commission & Commission for Citizens with Disabilities meeting. Seconded by Commissioner Harrison and approved by unanimous consent. Chairperson Letwat abstained.**

**IV. REPORTS**

A. Commissioner Deiter noted the correct spelling of her name for future utilization and documentation. EM confirmed correct spelling moving forward.

**V. OLD BUSINESS**

**A. TRANSPORTATION SUMMITT**

Commissioner Durkin asked if PACE transportation services in Lake County were similar to those in Cook County. Commissioners Harrison voiced

concerns and challenges related to long wait times associated with current Pace services for Arlington Heights residents.

Commissioner Letwat expressed hopes for another Transportation Summit Meeting and suggested we meet with other affiliates to review. Commissioner Durkin suggested consideration of inviting the NSSEO, Northwest Suburban Special Education Organization to the next Transportation Summit Meeting.

Commissioner McVoy asked for a summary from the Transportation Summit. Commissioner Harris shared some of the Commission's previously agreed upon areas which need improvement and gaps in transportation services for those with disabilities. The Commissioners proposed an "Arlington Heights Uber" type of service, or something similar should be created. Commissioner Durkin mentioned it would be helpful if Uber were to acquire disability accommodating vehicles. Commissioner Harris concurred, and discussed potential challenges related to obtaining said vehicles.

## **VI. NEW BUSINESS**

### **A. PEDESTRIAN TRAFFIC SIGNALS**

Commissioner Calibraro proposed an idea regarding The Village of Arlington Heights funding updated traffic signals. No updates or responses provided.

### **B. EVENTS**

Chairperson Letwat reminded the group about events that have been agreed upon which the Commission will be responsible for planning and carrying out, which are Frontier Days, Disability Day, The Disability Employee Awareness Award.

### **C. COMMISSION POLICIES**

The Commission held a discussion about the municipal purpose and meaning of the Commission, itself. Also, the commissioners reviewed the policy regarding business discussion with other Commissioner's outside of a formal meeting.

### **D. AWARENESS & SOCIAL MEDIA**

Commissioner Deiter expressed interest in creating more opportunities for awareness of the commission for the community including social media outlets. Executive Director, James McAlister welcomed the commission to provide him with updates and news briefings related to helping the local disability community stay informed. Executive Director James McAlister stated the social media platforms can be utilized as a way to spread knowledge which The Commission feels is important to the disability community.

### **E. GRANT WRITING**

Commissioner McVoy inquired about potential for grant writing. Liaison Mercado responded she is happy to assist with connect commissioners to other for grants writing projects as needed.

F. HOUSING

The Commissioners facilitated a conversation in agreement related to difficulties and challenges of finding housing for those with Intellectual and Developmentally Disabilities in Illinois.

G. 2024 MEETING DATES

Chairperson Letwat announced the following dates for the upcoming 2024 Commission for Citizens with Disabilities Meetings: Tuesday, January 14<sup>th</sup>, Tuesday, May 14<sup>th</sup>, Tuesday September 10<sup>th</sup>, and Tuesday, November 12<sup>th</sup>. The meeting times are from 6:30 p.m.to 8:00 p.m. The Commissioners approved by unanimous decisions.

VII. **OTHER BUSINESS**

A. COMMUNITY SAFETY

Commissioner Harrison mentioned he was appreciative of new sidewalk areas built with improved measures in the community. Chairperson Letwat responded she saw many bicycles appeared to be utilized through the Al Fresca sidewalk areas as well. Executive Director concluded in response the Arlington Heights Police Department has increased monitoring in Al Fresca for additional safety and support.

B. ADA ACCESSIBILITY

Liaison Mercado disclosed concerns related to an upcoming Village of Arlington Heights Holiday Event in which a street trolley will be utilized as a mode of transportation simultaneously as a means of entertainment. Liaison Mercado reported that Commissioner Harrison and herself further investigated and found out The Events Committee will not be providing wheelchair accommodating trolley access this year, however; currently reservations are being planned for an accessible trolley at next year's same event.

IX. **ADJOURNMENT**

**With no further business to discuss, a motion was made to adjourn by Chairperson Letwat, seconded by Commissioner Harrison, and approved by unanimous consent. Meeting adjourned at 7:25 pm.**



**Commission for Citizens with Disabilities**  
**1/9/2024**

**Item:** Announce

**Department:** HHS

**ATTACHMENTS:**

**Description**

**Type**

No Attachments Available



**Commission for Citizens with Disabilities**  
**1/9/2024**

**Item:** Summit

**Department:** HHS

**ATTACHMENTS:**

**Description**

**Type**

No Attachments Available



**Commission for Citizens with Disabilities**  
**1/9/2024**

**Item:** ADA

**Department:** HHS

- i. Disabled Parking spots in downtown area
- ii. Caregiver Parking and ticketing
- iii. Administration on Community Living: Clinical Trials

**ATTACHMENTS:**

**Description**

**Type**

No Attachments Available