

## **AODA Council**

November 29, 2016 @ 1:00 pm  
TG – RFE 1S 425

### **MINUTES**

Present:

Jacqueline Silvera (Co-Chair)  
Jane Ballantyne  
Dianne Barham  
Kelly Campbell  
Jamie Cook  
Erin Culhane  
Erica Di Maio  
Ian McDermott  
Jonas Fernandes

Regrets

Miriam Beckles  
Jeanette MacLean  
Scott Patterson

Invitees:

Shirley Turunen, Recorder

Welcome

Jonas Fernandes was welcomed to the meeting. Jonas is representing Interpretation & Translation Services.

### **1. Minutes**

The minutes of June 20, August 30 and October 28, 2016 were approved as circulated. They will be posted on both the Internet and Intranet.

### **2. Service Animal Update**

- Crates have been installed and all Security staff have been trained with regard to Service Animals. An algorithm will be developed and tested to determine if it would be helpful with the process around Service Animals.
- Concern has been expressed about the Service Animal sign not being translated into French. French is not one of the official languages used at UHN, however, French translation will be added when the sign is upgraded.

### **3. Accessibility Communications Working Group Update**

- UHN is currently undertaking a transformation of IT services under the leadership of David Jaffrey, Executive Vice President, Technology & Innovation. After discussion, Council agreed that J. Silvera should send a formal communication to Dr. Jaffrey with regard to ensuring that workplace communication is more inclusive and meets AODA standards. Council also agreed that the CNIB standards should be adapted at UHN and incorporated into communication accessibility.
- Vendors (from Ontario) with leased space must also be compliant. J. Silvera will follow-up on the leases UHN currently has. A list will be compiled and tabled with Council.

### **4. UHN Hearing Toolkit**

- A UHN/CHS Hearing Toolkit has been developed and circulated to Council.
- It was agreed to print a small number of the toolkits to share with specific departments and include an evaluation for feedback purposes.
- A meeting will be arranged with TextHelp (Dave Herr) for live a demonstration of Brousealoud and Read&Write accessible communication tools.
- The hearing toolkit will be available electronically and potentially in ASL format.

### **5. Accessibility Surveys Update**

- Approximately 160 completed accessibility surveys have been received. J. Silvera will review the comments and follow-up with Council at its next meeting.

### **6. Washroom Signage**

- It has been discovered that not all single staff washrooms are accessible.
- After discussion, it was suggested that two signs be developed that could be posted either together or separately. One sign will be for gender neutral, and one for accessibility.
- J. Cook will review with the vendor and get back to Council.
- J. Silvera will send an email to the site VPs to ensure a power bar is installed on all accessible washrooms. They will be asked to respond within 30 days.

### **7. Plexxus Compliance**

- Plexxus provided information on their AODA compliance guidelines for procurement documents. Council suggested that they include an appropriate rating scale and recommend they adapt the same process as UHN. If Plexxus

has any exceptions they should contact AODA Council to determine if appropriate.

## **8. Next Meeting**

- The next meeting will be arranged for the end of January.
- Two patient partners will be joining AODA Council in January 2017. The staff liaison person for the patient partners will be Madison Schaffner.