Minutes – Executive Policy Committee – January 20, 2010

REPORTS

Item No. 106 Access Advisory Committee – 2010 Annual Action Plan and Budget eFile CR-3

EXECUTIVE POLICY COMMITTEE DECISION:

The Executive Policy Committee received as information the 2010 Annual Action Plan and Budget for the Access Advisory Committee.

DECISION MAKING HISTORY:

Moved by Councillor Pagtakhan,
That the 2010 Annual Action Plan and Budget for the Access Advisory Committee be received as information.

Carried

ACCESS ADVISORY COMMITTEE 2010 ACTION PLAN		
Action Plan	**Description**	**Target Completion**
1. City of Winnipeg Staff Educational Package	1. The AAC would like to work with all the City of Winnipeg Departments in carrying out an educational package developed by the AAC and delivered in collaboration with our partners	Education and Communication Sub Committee: **June 2010**
2. Provincial Relationship Building	2. The AAC will meet with the appropriate Provincial Ministers and obtain commitment for joint City/Province Activities and projects	Chair and Coordinator: **May 2010**
3. Review of the Accessibility Design Standards	3. The AAC will begin the review of the Accessibility Design Standards along with all the City of Winnipeg Departments and amend as necessary for more functional standards.	Policy Sub-Committee: **June 2010**
4. Input on all City of Winnipeg major projects	4. The AAC will provide ongoing input on all major City of Winnipeg projects to ensure that the Accessibility Design Standards are being implemented	Whole Committee and Coordinator: **December 2010**
5. Website Upgrade	5. The AAC's website will be updated to be more vibrant, interactive, accessible and available in all formats, and a better source of pertinent information for everyone.	Education and Communication Sub-Committee: **September 2010**
6. On Going Data Base and Partnership Development	6. The AAC will expand its partnerships with a more connected role with all stakeholder groups and agencies in the City.	Whole Committee and Coordinator: **December 2010**

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7. Accessibility Awards Recognition	7. The AAC will carry out its annual recognition to local businesses, government departments, disability agencies, architects, landscape designers, and interior designers. Developing the awareness of the principles of Universal Design and celebrating those who have implemented UD into the overall projects.	Access Awards Sub-Committee **September 2010**
8. On going Office and Resource	8. The AAC will provide an ongoing office to field inquiries and requests, as well as provide an ongoing resource to the community	Coordinator: **December 2010**
9. Conference and Workshop Exhibits	9 The AAC will a complete information based exhibit for dissemination at trade shows, workshops, and conferences outlining the role of the committee and the importance and value of Universal Design	Education and Communication Sub-Committee: **December 2010**
10. Strategic Planning	10. The AAC will hold a strategic planning session to determine Committee's action plans for 2011 and 2012.	Whole Committee and Coordinator: **November 2010**

Operating	Spending Item	Reason for Spending	2009 Budget	2009 Actual	Proposed 2010
Meeting Costs	Parking	AAC Meetings	300	24.76	200
	Transportation	AAC Meetings	250	133.91	200
	Vol. Recog	AAC meetings	1000	1198.27	1500
		Sign Interpretation	750	680.00	750
	Subcom. Mtgs		1500	508.87	750
	Strategic Pln		0	0.00	0
	Outreach	Survey		0.00	
		Powerpoint Presentation	1000	0.00	0
		Project Partnerships	1000	1578.53	2000
		Display Booths	500	0.00	1500
		Video	0	0.00	0
	Subtotal		**6300**	**4124.34**	**6900**
Admin Supplies	Office Supplies		1500	438.57	750
	Office Equip.	Video Projection Unit	500	2446.50	1000
	Telephone		1300	1218.53	1400
	Cell Phone		0	0.00	0
	Blackberry		1200	712.98	1000
	Postage		500	0.00	400
	Printing		500	0.00	400
	Subtotal		**5500**	**4816.58**	**4950**
Communications	Annual Report	Writer 2009 Report		1600.00	0
		Writer 2010 Report		0	0
		French Translation		613.75	750
		Layout	800	552.40	800
		Print & Distribution	2500	668.75	1000
	Accessibility Awards	Printing and Advertising	900	1000.00	1200
		Awards	2500	1866.38	2500
		Speaker	2000	1555.00	2500
		Luncheon	1000	907.03	1500
		Monitors	0	862.27	1000
		Site Visit exp.	500	309.12	500
		Photographer	0	200.00	200
		MAA sponsorship	0	-1000.00	0
	Website	Maintenance	500	275.00	500
		Upgrade Proposed	2500	2500.00	500
	Internal	Audit Charge	0	206.50	250
	Subtotal		**13200**	**12116.20**	**13200**
Administrative Support	Salary		40000	40000.00	40000
		Coord. Misc.	0	0.00	0
	subtotal		**40000**	**40000.00**	**40000**

Special Projects	Professional Development		500	218.00	500
		Awareness Workshops	1000	247.58	1200
	Miscellaneous		2500	80.10	1000
		Mini Tool Kit	0	5000.00	1250
	Subtotal		**4000**	**5545.68**	**3950**
Total Budget			**69000**	**66602.80**	**69000**
Surplus / Deficit				**2397.20**	**0**