

# ADA Plan for Alive & Kickin: 2016/19

Written Jan. 13, 2016, updated and reviewed 1/29/2019

The purpose of the following plan is to ensure that our organization is on track to provide full access to Alive & Kickin performances and programs for people with disabilities. The action items indicated below will be completed in phases by the indicated individuals and by the due dates shown. All members of Alive & Kickin's Board of Directors are aware of and agree to this plan, as shown by their signatures below:

Stanley M. Rein: \_\_\_\_\_ Date: \_\_\_\_\_  
Dan Seeman: \_\_\_\_\_ Date: \_\_\_\_\_  
Wendy Blackshaw: \_\_\_\_\_ Date: \_\_\_\_\_  
Jan Preble: \_\_\_\_\_ Date: \_\_\_\_\_  
Michael Matthew Ferrell: \_\_\_\_\_ Date: \_\_\_\_\_

## **Phase I: January - March, 2016**

Identify Accessibility Coordinator: Managing Director, Heather Brands -DONE

Describe Role and Responsibilities of Accessibility Coordinator:

- Serves as an access resource person, gathers materials and attends workshops;
- Educates staff, board and volunteers about ADA services and access issues;
- Sets an ongoing review program for new policies/programs & services;
- Oversees the evaluation process (see below); and
- Develops a marketing plan to ensure the differently-abled community is informed of our programming.

Initial Assessment: Identify immediate accessibility issues that need to be addressed - Heather Brands ("HB") and Michael Matthew Ferrell ("MMF");

Due Date: February 28, 2016 - DONE/annual review

Compile and distribute an Initial Report & Recommendations to the Board of Directors - HB/MMF;

Due Date: March 15, 2016 -DONE

## **Phase II: April- June 2016**

Implement new audience accessibility program with Heritage Park Health & Wellness Center; the size of the program to be determined by VSA Grant announcement - HB;

Due Date: May 15, 2016 - DONE/ongoing

## **Phase III: July - September, 2016**

Identify Advisors to serve as accessibility experts and add to the existing A&K Advisory Council HB/MMF;

Due Date: July 1, 2016 - not completed, ongoing

Compile and distribute an Interim Report & Recommendations to the Board of Directors and obtain their approval-HB/MMF;

Due Date: July 15, 2016 - DONE/ongoing

**Phase IV: October - December, 2017**

Conduct a full accessibility audit along with the Advisory Council's accessibility experts to determine long term goals to ensure we are providing access to Alive & Kickin performances and programs for people with disabilities-HB/MMF/Advisory Council

Due Date: November 15, 2017 -ongoing

Compile and distribute a Final Report & Recommendations to the Board of Directors and obtain their approval -HB/MMF;

Due Date: Jan 15, 2018 -ongoing