



# ADA ADVISORY COMMITTEE

## REGULAR MEETING

~Agenda~

Atlanta City Hall  
55 Trinity Avenue  
Atlanta, GA 30303

CITY OF ATLANTA

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Tuesday, November 18, 2025

4:00 to 5:30 PM

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- A. **CALL TO ORDER** - 4:15 p.m. meeting called to order by Madam Chair. - Pictures were taken of the ADA Advisory Committee for the ATLDOT website before the meeting.
- B. **ATTENDANCE**- Kimberly W., Sally F., Michele W., Angela B., Lucy S., Carden W., Maria S., Courtney S., John G., Kimberly T., Shauncey B.W., Georgia L., Solomon C.,
- C. **ADOPTION OF AGENDA** – November 18, 2025, Approved by committee.
- D. **APPROVAL OF MINUTES** – October 21, 2025, Approved by committee.
- E. **INTRODUCTION** - Guests only: Georgia Lord, Georgia Lord Law, ATLDOT- Commissioner Solomon Caviness
- F. **OVERVIEW OF COMMITTEE PURPOSE:**  
The committee's purpose was discussed utilizing the sub-committees to complete (5) tasks noted within the overall committee's purpose.
- G. **Approval of Amended By-Laws** –  
The By-Laws were amended clarifying the number of members to the sub-committee. Language added: Subcommittee Section 2 membership: The total size of the subcommittee shall not exceed 5 persons, with a maximum of 3 sitting committee members. Sect. 3 Voting: Added Language- provided a quorum is met. If a quorum is not present, the matter will be tabled until the next meeting. Information provided to the committee via email for vote at the next meeting.
- H. Angela B. gave an overview of the sub-committee's purpose and laid out the tasks required. The sub-committee will give a report of their tasks each month until completion of the task.  
(5) Sub-committees were established/approved by committee:
- **ADA Transition Plan for sidewalks:** Lead by Lucy S, Sally F and Georgia L as Community representation. - John with DOP-law had no concerns with Ms. Georgia L. joining the sub-committee as a citizen representative.
  - **The Structural and Non-structural barriers:** Michele Wynn.
  - **Program access/policies and procedures:** Angela B.
  - **Liaison to the disability Community:** Kimberly W. and Carden W.
- I. **GREVIANCE PROCEDURE POLICY** –
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**Sally F. Introduced the Compliant Process Draft Part 1 of the grievance policy. Several comments were made about the document to ensure compliance and a revision of the document was discussed after comments from the committee are added:**

- **Sally F. made a recommendation to the committee that Michele W. or someone who works for ATLDOT would be better to assist Matthew R. with the completion of the grievance policy'-city accountability portion of the policy.**

**Committee responses for Compliant Updates: Michele W./Maria S. motion to merge 2-3 of the purpose for the committee.**

**Michele 2<sup>nd</sup> the motion. -5 members voted/motion carried approved.**

**Compliant Process- Sally F. was asked to remove Formal from the Compliant Process.**

**Sally F./Matt R. worked on the first draft of the grievance policy going forward Michele W. will work with Matthew R.**

**Maria S. asked that an email address be added to the compliant process document, without tracking.**

**Shauncey B. suggested making 311 requests for repairs first before the ADA compliant process., if necessary/tags for the main screen of 311 app./page**

**Carden W. asked that a separate category for widespread repair concerns be added to the compliant document with a running log. Carden posed a question-what is a timely response noted in the compliant process?**

**Commissioner Caviness responded and noted the information could be added to the policy.**

**John G. with DOL/Law interjected not to incorporate the information into the policy.**

**Shauncey shared with the committee a link to the ADA.gov website.**

**J. TRAINING REVIEW**

**K. NEXT MEETING (December 17, 2025) – Location- Gensler Architectural Building was voted on by the committee. Motion was presented and carried/ approved by committee. (if location is available)**

**Lucy S. made a motion to modify the meeting location from City Hall - Joan P. Garner Library. Michele W. second the motion. – Discussed by 3 committee members was Central Library does not have parking readily accessible for persons driving to the site for the meeting. The meeting location has already been approved by the library and committee.**

**L. PUBLIC COMMENT: Shauncey B. reminded the committee about the consent decree for employee training., the committee will be required to provide a recommendation as a part of their committee duties.**

**An overview was given about the committee's purpose for training., Shauncey B. also stated she would meet with the committee offline to discuss the recommendation's purpose.**

**Georgia L. asked that the phone numbers of the sub- committee members be provided after the meeting. Also stated was that public input would be a great tool for committee engagement, prioritize having public meetings, sending out questionnaires and polls about disability concerns.**

**M. ADJOURNMENT: Meeting adjourned by madam chair at 5:18 p.m.**