

Athens City Commission on Disabilities Outreach and Communication Committee

Tuesday, April 14, 2026

Berry Conference Room, Athens City Hall

4:30 p.m. – 5:30 p.m.

Agenda

Call to Order

Establish Quorum

Approval of Minutes

New and Old Business

- Revisit and finalize goals for the committee
- Establish regular meeting times and location
 - Monthly meetings or quarterly meetings?
 - Zoom or in-person?
- Member recruitment
 - New interested people from WTR
 - OU students

Announcements

Next Meeting

- The next meeting is scheduled for Tuesday, May 13, 2026, 4:30 p.m. – 5:30 p.m..

Adjourn

Athens City Commission on Disabilities Outreach and Communication Committee

Tuesday, March 10, 2026

Athens Community Center, Conference Room B

5:30 p.m. – 6:30 p.m.

Minutes

Members present: Michelle Hahn, chair; Debra White Burleigh

Guests/Potential members present: John McCarthy, Margaret Hutzell, Dale Ellis, Annah Korpi, Gabriel Scotto

Call to Order - Hahn called the meeting to order at 5:35 p.m.

Establish Quorum - A quorum was established.

Approval of Minutes from January 13, 2026 meeting - Burleigh moved to approve the minutes from the January 13, 2026 meeting. Hahn seconded the motion. The motion passed unanimously.

New Business

- Discussion of committee responsibility and potential for a Communication Officer
 - Hahn provided information on what the committee has considered in the past to refocus on communication, including a draft schedule for regular contributions to local news media and social media. Hutzell liked the idea of regular columns in the local news; Korpi suggested a regular newsletter to City Council, and adding storytelling to the Athens ADA Transition Plan; Hutzell suggested the committee have a shared drive, and Hahn indicated there already was one in progress, McCarthy thought that was a good way to communicate what's happening, and Korpi said it could update council members about what the commission is doing; Burleigh noted that the

Intellectual/Developmental Disability community is big and interested in participating more in the commission's work.

- Goals for 2026
 - Burleigh suggested deciding how to rework the committee and revisiting it next year, and everyone was in favor of giving it a try and seeing how it goes, with a plan to evaluate its success in 2027.
- Meeting times and location
 - Hahn provided information about how the committee has considered moving the meeting time to accommodate more members, especially students, how the city building's open hours occasionally means the building is locked or the meeting room is locked and requires finding the facilities staff to unlock; Hutzell asked about moving the meeting to 4:30 p.m. at the city building to better be able to catch city personnel before the end of the workday, and making it more likely the city building will be open; Hahn indicated that city personnel end their workdays at 4:30 and are not easily able to adjust their hours to be on the clock after that time; Everyone agreed to trying 4:30 to at least make it possible to get the room unlocked if needed.
- Chair of committee - any interest?
 - Korpi is willing to chair the Outreach and Communication Committee and will do so moving forward.

Next Meeting

- The next meeting is scheduled for Tuesday, April 14, 2026, 4:30 p.m. – 5:30 p.m. in the Berry Conference Room of the City Building.

Adjourn - Burleigh moved to adjourn the meeting. Hahn seconded. The motion passed unanimously, and the meeting was adjourned at 6:34 p.m.