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**Commission for People with Disabilities (CFPD)**  
**November 15, 2011**  
**Room 14 Governmental Center/Potomac Building**

**Minutes**

**Attendees:** Susan Erichsen, Sherri St. Clair, F. Wayne Goings, Jennifer Neff, Sam Brown, Carole Woodward, Rebecca Kessler, Christi Bishop, Patrice Roberts, Janet Smith, Cynthia Brown and Lois Coryell

**Members Excused:** William Nicholas, Rocco Aiello and MaryAnn Coontz

**Call to Order:** The meeting was called to order at 4:30 p.m. by Sue Erichsen.

**Minutes:** S. Erichsen asked members to review the minutes and agenda. ***Minutes were reviewed and approved as written.***

**Announcements:** On December 2, 2011, Christi Bishop will present to the St. Mary's County Library on behalf of CFPD.

**Finance Report** – Tabled until next month.

**Staff Report** – No report.

**ADA Coordinator Report** – No report.

**Commission Reports**

**Etiquette Handbook:** Ursula Harris will check on the number of copies left of the handbook and report back to the Commission.

**Awareness Display - Library:** C. Bishop will update the Awareness Display board and asked members to submit pictures to put on the board.

**Earth Day:** S. Erichsen reminded the Commission the month of April is also transportation month and perhaps they should advertise disability awareness on the buses. S. Erichsen will participate in Earth Day on behalf of the Commission.

**Commercials:** The Commission brainstormed on ideas for a commercial to be created by the county PIO office. R. Kessler will act as the lead for this project.

**Wounded Warriors:** S. Erichsen suggested Pax River should have a representative sit on the CFPD. Carole Woodward will get in touch with her contact at Pax River and C. Bishop will do the same.

**Awards:** Awards for Volunteer, Notable Employer, Vicki Brown, Facility Accessibility, Outstanding Individual Achievement and Innovative Program were presented on October 25, 2011 during the County Commissioner's meeting. Individuals may view the awards and recipients on the County website.

**Team Building Brunch:** No report.

**County Fair:** No report.

**ADA Anniversary Celebration:** There was discussion on the focus for next year's ADA Anniversary Celebration.

**Outreach:** C. Bishop manned the table at the Department of Aging & Human Services Health Fair that was held on Friday, October 21 at the Hollywood Fire Department. We also have numerous opportunities at local groups. Any members that are presenting may forward the events so that they can be included in our annual report.

**Holiday Party:** The Holiday party will be December 9 from 6:00 p.m. – 8:00 p.m. at the Loffler Wiseman Center at Chancellor Run Park (Cost \$50). The Center will be opened at 4:00 p.m. for set up. C Bishop reminded members to please bring giveaways to give to clients attending the party.

**Old Business:**

- A. It was suggested that the Commission look at the current membership roster and contact agency representatives to see if they still have interest in participating. U. Harris will add new agency representatives to the membership roster.
- B. S. Erichsen asked members to read over the new bylaws to make sure that they concurred with CFPD's mission.

**New Business:**

The ARC Award was presented to the Commission by Linda Clem for CFPD's work in the community.

**Next Meeting:** The next meeting will be Tuesday, January 17, 2012.

**Adjourn:** The meeting adjourned at 5:30 p.m.

*Minutes respectfully submitted by Ursula Harris.*