



STAFFORD COUNTY ADA GRIEVANCE COMMITTEE

Meeting Minutes

Tuesday, January 23, 2024 at 6:00 p.m.

ABC Conference Room | George L. Gordon Government Center

A. Call to Order

The meeting was called to order at 6:00 p.m. by Paul Santay

B. Roll Call

Members Present: Bruce Bixby, Angela Foroughi, Ryan Foroughi, Kelly Keiser, Theresa Quitto-Dickerson

Members Absent: Virginia Clement, Tim Doyle

Staff Present: Paul Santay and Savannah Wimbush

C. Determination of a Quorum

A quorum was established with 5 of the 7 members present.

D. Welcome & Introductions

Mr. Santay introduced himself as the Chief Director of Community Development and ADA Grievance Committee Coordinator and mentioned that Cary Jamison, the Building Official, couldn't attend but would be present if a grievance required her expertise. He also noted that Katrina Griffin, an administrative specialist, would occasionally fill in for Savannah. Ms. Keiser started introductions with a brief history of the committee and stressed the importance of the committee. She used the Stafford Christmas Tree lighting celebration as an example of ADA compliance in action. Ms. Foroughi shared that she is a professional engineer focusing on civil and land development and previously served on the Stafford Junction Board. Mr. Foroughi mentioned he was also an engineer and that he and Ms. Foroughi work for the same firm. Mr. Bixby shared his background working for the Department of Defense (DoD) with disabled veterans. Ms. Quitto-Dickerson introduced herself and mentioned she was a new resident to Stafford and previously served on the Community Services Board. She shared that she sought an appointment because she has been diagnosed with Attention-deficit/hyperactivity disorder (ADHD) and reflected on it being called a "hidden disability". She mentioned she was a Data Warehouse Engineer and currently works in Information Technology Procurement for National



Oceanic and Atmospheric Administration (NOAA).

E. Nomination of Chair

Mr. Foroughi nominated Mr. Bixby for the chair position, and Ms. Foroughi asked if Mr. Bixby was willing to continue in the role. Mr. Bixby expressed his willingness to serve again. Ms. Foroughi seconded the motion, and the motion passed 5-0. With no opposition, Mr. Santay thanked Mr. Bixby for accepting the position of chairman and invited him to proceed with the nomination for the vice chair.

F. Nomination of Vice-Chairman

Mr. Bixby opened the floor for nominations for the vice chair position. Mr. Bixby answered Ms. Quitto-Dickerson's question in regard to what is involved as Vice-Chair of the board by stating that during his tenure, only one grievance was reported and the county addressed the grievance before requiring action of the board. Mr. Bixby made a motion to nominate Ms. Quitto-Dickerson as Vice-Chair. The motion was seconded by Ms. Foroughi. The motion passed 5-0 with no opposition.

G. Approval of Minutes

Mr. Bixby requested a motion to approve the minutes from the January 24, 2023 meeting. Ms. Keiser made a motion to approve the minutes and Ms. Foroughi seconded it. That motion passed 4-0.

H. Report of the Chief Director

Mr. Santay began the meeting by providing updates on recent ADA compliance efforts within the county. He highlighted renovations in various departments, including utilities customer service, the treasurer's office, and the planning and zoning department. These renovations aimed to ensure accessibility for all visitors to county facilities. Additionally, Mr. Santay discussed plans for an ADA-friendly park at Musselman Park, including the installation of an ADA-compliant disc golf course.

Ms. Keiser inquired about the availability of information regarding Musselman Park on the county website. Mr. Santay acknowledged the need for more detailed information and assured Ms. Keiser that he would work on providing updated details about the park's accessibility features.

Mr. Santay discussed efforts to collaborate with other departments, such as the courts, to



enhance ADA coordination across the county. He emphasized the importance of ensuring that ADA compliance remains a priority in all county projects and initiatives.

I. Chairman's Report

Mr. Bixby expressed concerns about parking space compliance in retail areas and praised the county's responsiveness to ADA issues. He also shared personal experiences with disabilities and highlighted the importance of resources like the Equipment Connection at the Disability Resource Center.

Ms. Keiser shared additional information about the Disability Resource Center and its Equipment Connection program, emphasizing its importance as a resource for individuals with disabilities in the community.

J. Adjournment

With no further business to discuss, Mr. Bixby made a motion to adjourn. The motion was seconded by Ms. Quitto-Dickerson. The ADA Grievance Committee meeting adjourned at 6:30 p.m.