

**ACCESSIBILITY CODE WORKGROUP  
REPORT TO THE FLORIDA BUILDING COMMISSION**



**JUNE 7, 2010—MEETING VIII**

**ORLANDO, FLORIDA**

**FACILITATION, MEETING AND PROCESS DESIGN BY**



**CONSENSUS CENTER**

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**FLORIDA BUILDING COMMISSION**  
**FLORIDA ACCESSIBILITY CODE WORKGROUP REPORT**

**OVERVIEW**

**Overview of DOJ Rulemaking Initiative**

Standards for Accessible Design, which establish requirements for the design and construction of accessible facilities that are consistent with the ADA Accessibility Guidelines (ADAAG) published by the U.S. Architectural and Transportation Barriers Compliance Board (Access Board). In the time since the regulations became effective, the Department of Justice and the Access Board have each gathered a great deal of information regarding the implementation of the Standards. The Access Board began the process of revising ADAAG a number of years ago. It published new ADAAG in final form on July 23, 2004, after having published guidelines in proposed form in November 1999 and in draft final form in April 2002. In order to maintain consistency between ADAAG and the ADA Standards, the Department is reviewing its title III regulations and expects to propose, in one or more stages, to adopt revised ADA Standards consistent with the final revised ADAAG and to make related revisions to the Department's title III regulations. In addition to maintaining consistency between ADAAG and the Standards, the purpose of this review and these revisions is to more closely coordinate with voluntary standards; to clarify areas which, through inquiries and comments to the Department's technical assistance phone lines, have been shown to cause confusion; to reflect evolving technologies in areas affected by the Standards; and to comply with section 610 of the Regulatory Flexibility Act, which requires agencies once every 10 years to review rules that have a significant economic impact upon a substantial number of small entities. The first step in adopting revised Standards was an advance notice of proposed rulemaking that was published in the Federal Register on September 30, 2004, at 69 FR 58768, issued under both title II and title III. The Department believes that the advance notice simplified and clarified the preparation of the proposed rule. In addition to giving notice that the proposed rule will adopt revised ADA accessibility standards, the advance notice raised questions for public comment and proposed a framework for the regulatory analysis that accompanied the proposed rule. The adoption of revised ADAAG will also serve to address changes to the ADA Standards previously proposed in RIN 1190-AA26, RIN 1190-AA38, RIN 1190-AA47, and RIN 1190-AA50, all of which have now been withdrawn from the Unified Agenda. These changes include technical specifications for facilities designed for use by children, accessibility standards for State and local government facilities, play areas, and recreation facilities, all of which had previously been published by the Access Board. The timetable set forth below refers to the notice of proposed rulemaking that the Department issued as the second step of the above described title III rulemaking. This notice proposed to adopt revised ADA Standards for Accessible Design consistent with the minimum guidelines of the revised ADAAG, and initiated the review of the regulation in accordance with the requirements of section 610 of the Regulatory Flexibility Act, as amended by the Small Business Regulatory Enforcement Fairness Act of 1996 (SBREFA).

<b>DOJ Rulemaking Timetable</b>		
<b>Action</b>	<b>Date</b>	<b>FR Cite</b>
ANPRM	09/30/2004	<a href="#">69 FR 58768</a>
ANPRM Comment Period End	01/28/2005	
ANPRM Comment Period Extended	01/19/2005	<a href="#">70 FR 2992</a>

ANPRM Comment Period End	05/31/2005	
NPRM	06/17/2008	<a href="#">73 FR 34508</a>
NPRM Comment Period End	08/18/2008	
NPRM Correction	06/30/2008	<a href="#">73 FR 37009</a>
Final Action	09/00/2010	

### **Overview of Florida Accessibility Code Workgroup Initiative**

The scope of the Workgroup is to develop recommendations for amending the Florida Accessibility Code for Building Construction once the US Department of Justice completes its adoption of the next generation of the ADA Accessibility Standards. The task is to integrate the relevant Florida standards in ss. 553.501-553.513, F.S., into the 2004 ADAAG as adopted by 28 CFR 36 (prospective). Although DOJ's process is not complete, the Workgroup will begin with the 2004 ADAAG and modify the new draft FACBC to reflect DOJ's amendments when those are available.

The process for developing the new Accessibility Code will be divided into major tasks as follows:

*Task 1:*

Integration of Florida standards located in the current Florida Accessibility Code into sections of the 2004 ADAAG that have a one for one parallel section.

*Task 2:*

Deciding what to do with Florida standards that are in sections/subsections of 1994 SAD that do not have a one for one parallel section in the 2004 ADAAG.

*Task 3:*

Integration of Florida standards into new sections in the 2004 ADAAG that have no parallel in the Florida Accessibility Code (e.g., recreational facilities).

*Task 4:*

Revising the draft Florida Accessibility Code based on the 2004 ADAAG for changes made by DOJ in its rule making.

### **Workgroup Adopted Project Strategy**

The Workgroup voted unanimously, 18 - 0 in favor, to integrate all current Florida Specific requirements into the Proposed DOJ SAD (Standards for Accessible Design), June 2008, and concurrently evaluate and make recommendations on the Florida Specific requirements and ancillary topics, with recommendations forwarded to the Legislature for enhancements or removal of specific Florida requirements and ancillary issues.

At Meeting I the Workgroup was asked as a threshold question whether to proceed with consideration regarding integrating the Florida Specific requirements into the DOJ SAD, June 2008 or delay pending completion of rulemaking.

### ***Workgroup Action:***

**Motion**—The Workgroup voted\* unanimously, 18 - 0 in favor, to move forward with developing the new Florida Accessibility Code without delay. \* *At the February 2, 2009 meeting.*

## **MEMBERS AND REPRESENTATION**

Raul L. Rodriguez, AIA, Chair of the Florida Building Commission, made the following appointments to the Florida Accessibility Code Workgroup. Members are charged with representing their stakeholder group's interests, and working with other interest groups to develop consensus package(s) of recommendations for submittal to the Commission.

Scott Cannard, Bemmie Eustace, Kiko Franco, Skip Gregory, Jeff Gross, Jon Hamrick, Jack Humburg, Diana Ibarra, Julia Kates, J.W. Longman, Chris Masal, Sharon Mignardi, John O'Connor, Barbara Page, Catherine Powell, Ben Ritter, Larry Schneider, Jim Schock, Shelly Siegal, Julie Shaw, Randy Vann, and Phillip Wisely.

## **REPORT OF THE JUNE 7, 2010 MEETING**

### **Opening and Meeting Attendance**

The meeting started at 1:00 PM, and the following Workgroup members were present: Scott Cannard, Bemmie Eustace, Kiko Franco, Jeff Gross, Jack Humburg, Sharon Mignardi, Barbara Page, Catherine Powell, Ben Ritter, Jim Schock, and Shelly Siegal.

#### *Members Absent:*

Jon Hamrick, Diana Ibarra, Julia Kates, J.W. Longman, Chris Masal, John O'Connor, Larry Schneider, Julie Shaw, Randy Vann, and Phillip Wisely.

### **DCA Staff Present**

Rick Dixon, Bruce Ketcham, Jim Richmond, and Mary Kathryn Smith.

### **Meeting Facilitation**

The meeting was facilitated by Jeff Blair from the FCRC Consensus Center at Florida State University. Information at: <http://consensus.fsu.edu/>



### **Project Webpage**

Information on the project, including agenda packets, meeting reports, and related documents may be found in downloadable formats at the project webpage below:  
<http://consensus.fsu.edu/FBC/accessibility-code.html>

### **Agenda Review and Approval**

The Workgroup voted unanimously, 11 - 0 in favor, to approve the agenda as presented including the following objectives:

- ✓ To Approve Regular Procedural Topics (Agenda and Summary Report)
- ✓ To Review Phase II Project Scope
- ✓ To Review and Decide on Any Needed Statutory Changes to Ensure Conformance of the Florida Accessibility Code with the New DOJ Standards for Accessible Design (SAD)
- ✓ To Consider Public Comment

- ✓ To Identify Needed Next Steps and Agenda Items for Next Meeting

### **April 6, 2010 Facilitator's Summary Report Approval**

Jeff Blair, Commission Facilitator, asked if any members had corrections or additions to the April 6, 2010 Report, and none were offered. The Workgroup voted unanimously, 11 - 0 in favor, to approve the April 6, 2010 Facilitator's Summary Report as presented.

### **Summary of Workgroup Meetings**

During Meeting I (February 2, 2009), The Workgroup voted unanimously to integrate all current Florida Specific requirements into the Proposed DOJ SAD, June 2008, "Proposed ADA Standards for Accessible Design".

During Meeting II (April 6, 2009) Members were requested to identify, discuss and evaluate a range of options regarding the integration of Florida Specific Requirements into SAD. For each of the Florida Specific Requirements, member's were asked to identify a range of potential options for the Workgroup to consider. A preliminary list of options were proposed by members as a pre-meeting assignment, and the Workgroup was requested to discuss and add any additional relevant options they deemed appropriate.

During Meeting III (August 10, 2009) members continued the process of reviewing options for the integration of Florida Specific Requirements into the Proposed DOJ SAD, June 2008. Members reviewed all of the remaining Florida Specific requirements except portions of the parking requirements and the vertical accessibility requirements. Staff will propose a draft integrating these provisions for member evaluation (remaining parking and vertical accessibility requirements).

During Meeting IV (October 12, 2009) members continued the process of reviewing options for the integration of Florida Specific Requirements into the Proposed DOJ SAD, June 2008. Members reviewed staff proposal for integration of Florida vertical accessibility requirements.

During Meeting V (December 7, 2009) members focused on the review of options for the integration of Florida Specific Requirements into the Proposed DOJ SAD, June 2008 for parking requirements and some "other" requirements. In addition, the Workgroup reviewed the integration of vertical accessibility requirements and some parking and "other" requirements to ensure the integration accurately reflected the Workgroup's intent.

During Meeting VI (February 1, 2010) members reviewed the "Draft Final Draft" to ensure the Florida Specific requirements were integrated into the Proposed DOJ SAD, June 2008 as agreed by the Workgroup.

During Meeting VII (April 6, 2010) members reviewed the "Draft Final Draft" to ensure the Florida Specific requirements were integrated into the Proposed DOJ SAD, June 2008 as agreed by the Workgroup, and approved final recommendations for the Draft pending DOJ's completion of rulemaking and review of the final version of the Standards for Accessible Design (SAD, June 2008). Meeting VII completed Phase I of the Accessibility Code Review project.

During Meeting VIII (June 7, 2010) members initiated Phase II of the project and reviewed updated Florida statutory references to ensure the Florida Building Code, Accessibility Volume is

correlated with requirements of the new SAD, and proposed statutory changes required to ensure conformance. The target date for Phase II is to develop recommendations for the 2011 Legislature.

At the conclusion of Phase II the Workgroup will initiate Phase III of the project. In Phase III the Workgroup will review all of the current Florida Specific Requirements and recommend whether there should be any revisions or additions. The target date for Phase III will be to develop recommendations for the 2012 Legislature.

During the process of evaluating options, all options voted in favor of with a 75% or greater number of 4's (acceptable) and 3's (minor reservations) in proportion to 2's (major reservations) and 1's (unacceptable) shall be considered consensus recommendations. Members of the public were also invited to provide feedback and options for evaluation. Between meetings Workgroup members are requested to send their proposed options to Jeff Blair for compilation in the "Florida Specific Requirement Integration Draft".

The Draft Integration Document and other relevant project documents may be viewed or downloaded at the project webpage as follows: <http://consensus.fsu.edu/FBC/accessibility-code.html>

### **Phase II Project Scope Overview**

Phase II of the project will commence at the June 7, 2010 meeting (Meeting VIII) and the focus will be to review updated Florida statutory references to ensure the Florida Building Code, Accessibility Volume is correlated with requirements of the new SAD, and to propose any statutory changes required to ensure conformance. The target date for Phase II will be to develop recommendations for the 2011 Legislature.

### **Needed Statutory Changes to Ensure Conformance of the Florida Accessibility Code with the New DOJ Standards for Accessible Design (SAD) Discussion**

The Workgroup reviewed and developed recommendations regarding 1994 ADAAG section reference changes for Florida law and the Draft Code. Following a review by section that included clarifying questions, discussion, public comment the Workgroup took the following action:

#### ***Workgroup Action:***

**Motion**—The Workgroup voted unanimously, 11 - 0 in favor, to adopt their consensus actions on the review of the statutory references as a package of recommendations.

Following are the section references evaluated by the Workgroup. Workgroup comments are in text boxes with blue font and green highlights:

Listed below are:

- The sections in Florida law that reference sections of the 1994 ADAAG
- The subject of the Florida requirement
- Whether the ADAAG section number reference was included in the draft code
- Whether and where the text of the Florida requirement was inserted in the draft code
- Proposed 2004 ADAAG section numbers that should replace the 1994 ADAAG section numbers referenced in law and certain notes on the law, the 1994 ADAAG and the 2004 ADAAG.

**s.553.504(4) to 4.8.4 Ramp landings 60 and 72 inch requirements**

no reference to ADAAG section number in the draft code

Text is inserted in 405.7.3 and 405.7.4

Change reference to 1994 ADAAG section 4.8.4 to 2004 ADAAG section 405.7

*Note: 2004 ADAAG has section with requirements for landings at curb ramps but the 1994 ADAAG does not. There is no indication in the 1994 ADAAG that the requirements for landings on ramps applies to curb ramps and the Florida landing requirement was not applied to curb ramps in the current Florida Access Code so the reference to 4.8.4 in the law does not need to be changed to include 406.4 curb ramp landings.*

*Note: Certain recreational facilities, e.g. miniature golf, have dimensions reduced from the general requirements.*

Consider using the lowest numbered subsection of the 2004 ADAAG where the text of the law is inserted, i.e. section 405.7.3 in lieu of section 405.7 indicated above

**s.553.504(5)(a) to 4.8.5.2 Ramp handrail extension**

no reference to ADAAG section number in the draft code

Text is inserted in 505.10.1

Change reference to 1994 ADAAG section 4.8.5.2 to 2004 ADAAG sections 405.8 and 505.10.1

**s.553.504(5)(b) to 4.3.3 Curb ramp component of required means of egress 44 inch width**

no reference to ADAAG section number in the draft code

Text is inserted in 406.1.1

Change reference to 1994 ADAAG section 4.3.3 to 2004 ADAAG section 406

**s.553.504(5)(c) to 4.7.5 Curb ramp flared sides 1:12**

no reference to ADAAG section number in the draft code

Text is inserted in 406.3

Change reference to 1994 ADAAG section 4.7.5 to 2004 ADAAG section 406.3

**s.553.504(6) to 4.13.11 Exterior hinged door pull/push force**

no reference to ADAAG section number in the draft code

Text is inserted in 404.2.9

Change reference to 1994 ADAAG section 4.13.11 to 2004 ADAAG section 404.2.9

**s.553.504(7) to 4.33.1 Food and beverage serving establishment seating**

no reference to ADAAG section number in the draft code

Text is inserted in 226.1.1

Change reference to 1994 ADAAG section 4.33.1 to 2004 ADAAG section 226

The text is inserted in section 226.1.2 rather than 226.1.1 indicated above.  
Consider using the lowest numbered subsection of the 2004 ADAAG where the text of the law is inserted, i.e. 226.1.2 in lieu of section 226 indicated above

**s.553.504(8) to 4.32.1-4.32.4 Food and beverage serving establishment aisles between fixed seating**  
no reference to ADAAG section number in the draft code

Text is inserted in 206.2.5.1

Change reference to 1994 ADAAG section 4.32.1-4.32.4 to 2004 ADAAG section 206.2.5

**s.553.504(9) to 9.1-9.5 Hotel, motel and condominium room bathroom and bed requirements**

Lead text before (a), (b) and (c) is combined with left adjusted text after and inserted in 224.2 and 806.4 in draft code

Change reference to 1994 ADAAG section 9.1 – 9.4 to 2004 ADAAG section 224

*Note: Florida law is in error in referencing 9.5 in addition to 9.1-9.4 for chapter 509 licensed facilities because 9.5 applies to “Transient Lodging in Homeless Shelters...”*

Change reference to 1994 ADAAG section 9.5 to 2004 ADAAG section 233 an 809

**s.553.504(9)(a) to 4.16.4 Hotel and motel room bathroom grab bars**

Text is inserted in 806.4(1) in draft code

Change reference to 1994 ADAAG section 4.16.4 to 2004 ADAAG section 604.5

**s.553.504(10) to 4.29.2 Detectable warnings**

no reference to ADAAG section number in the draft code

Text from law is inserted in 705.1

**Delete 553.504(10) from Florida law. Necessary to obtain certification of this portion of the code.**

**s.553.504(11) to 4.31.2 and 4.31.3 Telephones**

217.1 of draft code (inserted as a Note that this is not included in the current code)

Change reference to 1994 ADAAG section 4.31.2 and 4.31.3 to 2004 ADAAG section 217

*Note: The 2004 ADAAG makes major changes to requirements for telephones. This should be considered for coordination with the Florida Public Service Commission.*

**s.553.504(12) to 4.1.3(11) and 4.16-4.23 Restrooms and toilet rooms in new construction- Florida stall requirement**

no reference to ADAAG section number in the draft code

The lead –in text of 553.504(12) is inserted sections 213.2.2 and 604.8.1.6

The requirements 553.504(12)(a), (b) and (c) are inserted in sections 604.8.1.6.1- 604.8.1.6.3 respectively.

Change reference to 1994 ADAAG section 4.1.3(11) to 2004 ADAAG section 213

Change reference to 1994 ADAAG section 4.16-4.23 to 2004 ADAAG sections 603 - 610

**s.553.504(12)(a) to 4.17 fig 30(a) Florida stall lavatory not to overlap clear floor spaces**

reference to section 4.17 fig 30(a) was located in 604.8.1.6.1 in draft code

Reference changed in 604.8.1.6.1 as below

Change reference to 1994 ADAAG section 4.17 fig 30(a) to 2004 ADAAG section 604

**s.553.504(12)(a) to 4.19 Florida stall lavatory to meet ADAAG design criteria**

reference to section 4.19 was in 604.8.1.6.1 in draft code

Reference changed in 604.8.1.6.1 as below

Change reference to 1994 ADAAG section 4.19 to 2004 ADAAG section 606



**s.553.5041(5) to 4.1.2 and 4.6 Accessible perpendicular and diagonal accessible parking – Universal parking design**

no reference to ADAAG section number 4.1.2 or 4.6 in the draft code

**Text of lead in paragraph for 553.5041(5) is not in the draft code**

Change reference to 1994 ADAAG section 4.1.2 to 2004 ADAAG sections 208 and 209

Change reference to 1994 ADAAG section 4.6 to 2004 ADAAG sections 502 and 503

**s.553.5041(5)(c)1. to 4.6.3 Florida parking space and access aisle dimensions**

no reference to ADAAG section number in the draft code

Text on space width inserted in 502.2

Text on access aisle on accessible route to entrance inserted in 502.3

Text on access aisle width was not added to the draft code (defer to ADAAG same requirement)

Text on access aisle adjacent to accessible parking space inserted in 502.3

Text on accessible parking spaces sharing access aisle was not added to draft code (defer to ADAAG same provision)

Text on access aisle striped diagonally inserted in 502.3.3 *Note that ADAAG section 502.2 contains similar provision.*

Change reference to 1994 ADAAG section 4.6.3 to 2004 ADAAG section 502.2

**s.553.5041(5)(d) to 4.6.2-4.6.5 On-street parallel parking**

no reference to ADAAG section number in the draft code

Text on location inserted in 502.2.2

Text on designed in conformance with ADAAG not in draft

Text on access aisle not required inserted as exception to 502.3

Text on curbs inserted in 502.2

Change reference to 1994 ADAAG section 4.6.2 - 4.6.5 to 2004 ADAAG section 502.2

Consider using the lowest numbered subsection of the 2004 ADAAG where the text of the law is inserted, i.e. section 502.2.2 in lieu of 502.2 indicated above

**s.553.5041(5)(d) to 4.1 and 4.6 On-street parallel parking – statement that rest of ADAAG parking applies**

no reference in draft code

**Text of 553.5041(5)(d) is not in the draft code**

Change reference to 1994 ADAAG section 4.1 and 4.6 to 2004 ADAAG section

Change reference to 1994 ADAAG section 4.1 to 2004 ADAAG sections 201, 202 and 203

Change reference to 1994 ADAAG section 4.6 to 2004 ADAAG sections 208 and 209

**s.553.5041(6) to 4.30.7 Accessible parking sign symbol**

no reference to ADAAG section number in the draft code

**Text of 553.5041(6) is not in the draft code**

Change reference to 1994 ADAAG section 4.30.7 to 2004 ADAAG section 703.7.2.1

Comment: Text of 553.5041(6) is inserted into section 502.6 of the draft code. Check out

s.553.5041(6) to 4.30 Statement that ADAAG signage requirements must be met  
no reference to ADAAG section number in the draft code

**Text of 553.5041(6) is not in the draft code**

Change reference to 1994 ADAAG section 4.30 to 2004 ADAAG section ??? see note below.

*Note: This reference should be considered for elimination. Section 4.30 includes criteria for lettering and contrast but also contains criteria that conflict with the requirements of 553.5041(6) and appears to be specific to indoor signage other than as noted.*

*If the lettering and contrast criteria are the point of the current reference to section 4.30 the reference in law should be changed to 703.5*

Comment: Text of 553.5041(6) is inserted into section 502.6 of the draft code. Check out

### Other sections of law to consider removing or changing

s.553.5041(5)(f)

Workgroup decided not to include in draft 2012 FACBC because language in 406.5 establishes the same requirement.

**Consider removing.**

(5)(f) Curb ramps must be located outside of the disabled parking spaces and access aisles.

406.5 Location. Curb ramps and the flared sides of curb ramps shall be located so that they do not project into vehicular traffic lanes, parking spaces, or parking access aisles. Curb ramps at marked crossings shall be wholly contained within the markings, excluding any flared sides.

Comment: Consider removing s.553.5041(2)(c) from law because 2004 ADAAG establishes the same requirement. See below

s.553.504(12)(c) “The accessible stall door shall be self-closing.”

**2004 ADAAG section “604.8.1.2 Doors.** Toilet compartment doors, including door hardware, shall comply with 404 except that if the approach is to the latch side of the compartment door, clearance between the door side of the compartment and any obstruction shall be 42 inches (1065 mm) minimum. Doors shall be located in the front partition or in the side wall or partition farthest from the water closet. Where located in the front partition, the door opening shall be 4 inches (100 mm) maximum from the side wall or partition farthest from the water closet. Where located in the side wall or partition, the door opening shall be 4 inches (100 mm) maximum from the front partition. **The door shall be self-closing.** A door pull complying with 404.2.7 shall be placed on both sides of the door near the latch. Toilet compartment doors shall not swing into the minimum required compartment area.

### **Discussion of Project Tasks and Identification of Assignments**

Members were asked to review key project tasks and to identify any needed documents/information. In addition, members of the public were invited to provide comments on same.

### **General Public Comment**

Members of the public were invited to provide the Workgroup with comments.

There were no general public comments provided. Members of the public were provided opportunities to speak on each of the substantive discussion issues before the Workgroup.

### **Review of Workgroup Delivery and Meeting Schedule**

The Workgroup's meeting schedule for 2009 and 2010 is as follows:

*2009:* February 2, April 6, August 10, October 12, and December 7.

*2010:* February 1, April 6, June 7, October 11.

### **Next Steps**

At the October 11, 2010 meeting (Meeting IX) members will initiate Phase III of the project and review Florida statutory requirements to determine whether there is consensus for proposing any eliminations, revisions, and/or additions to existing Florida specific requirements. Phase III will include expanded representation to ensure affected stakeholders are involved in the process.

The target date for Phase III will depend on when the final version of the Standards for Accessible Design (SAD, June 2008) is adopted by Federal rule, and the complexity and level of agreement/disagreement involved with the process. It is likely that any recommendations will be developed for the 2012 Legislature.

### **Assignments**

Staff to provide members will relevant documents for the review of Florida Specific Requirements.

Workgroup members should submit any comments and recommendations to Jeff Blair and DCA staff.

### **Adjournment**

The Workgroup voted unanimously, 11 – 0 in favor, to adjourn at 3:30 PM.

# ATTACHMENT 1

## MEETING EVALUATION

*Average rank using a 0 to 10 scale, where 0 means totally disagree and 10 means totally agree.*

**1. Please assess the overall meeting.**

- 9.80 The background information was very useful.
- 9.80 The agenda packet was very useful.
- 9.80 The objectives for the meeting were stated at the outset.
- 9.80 Overall, the objectives of the meeting were fully achieved.

**2. Do you agree that each of the following meeting objectives was achieved?**

- 9.80 Review of Phase II Project Scope.
- 9.70 Discussion of Any Needed Statutory Changes to Ensure Conformance of the Florida Accessibility Code with the New DOJ Standards for Accessible Design (SAD).
- 9.40 Identification of Next Steps.

**3. Please tell us how well the Facilitator helped the participants engage in the meeting.**

- 9.80 The members followed the direction of the Facilitator.
- 9.80 The Facilitator made sure the concerns of all members were heard.
- 9.80 The Facilitator helped us arrange our time well.
- 9.80 Participant input was documented accurately.

**4. Please tell us your level of satisfaction with the meeting?**

- 9.90 Overall, I am very satisfied with the meeting.
- 9.80 I was very satisfied with the services provided by the Facilitator.
- 9.80 I am satisfied with the outcome of the meeting.

**5. Please tell us how well the next steps were communicated?**

- 9.40 I know what the next steps following this meeting will be.
- 9.10 I know who is responsible for the next steps.

**6. What did you like best about the meeting?**

- It was short and went fast.
- Well organized and documented.
- Relevant issues covered in a short amount of time.
- Short, succinct, to the point.
- Good quick meeting. Stayed on schedule and content.

**7. How could the meeting have been improved?**

- The temperature of the room was distracting at first but worked out by the end.

**ATTACHMENT 2**  
**MEETING ATTENDANCE—PUBLIC**

Public Meeting Attendance	
Name	Representation
Bob Boyer	PBCO
David Milligan	FASLA
Paul Mash burn	FHBA