



MEETING MINUTES

Benton County Accessible Communities Advisory Committee (ACAC)
Benton County Justice Center
Thursday, February 24, 2022

The meeting of the Benton County Accessible Communities Advisory Committee (ACAC) was held in-person at 2:00 PM on Thursday, February 24, 2021, at the Benton County Justice Center. Present at the meeting were committee members Amanda Hatfield (County Elections Manager), Shyanne Palmus (Commissioner's Office), Gretchen Hormel, Judith Davis, and Teresa Payne

Amanda Hatfield called the meeting to order at 2:02 PM

Committee Membership

The committee discussed having the membership be at 5 committee members, including current members: Judith Davis, Teresa Payne, Dallas Murry, and Gretchen Hormel, with one position to be filled. Amanda Hatfield and Shyanne Palmus would serve as staff liaisons to the committee going forward.

Nomination of Chair/Vice Chair

Judith offered to be the chair of the committee. Gretchen offered to be the vice chair.

Discussion of Revised Bylaws

Committee members had no questions regarding the proposed changes to the bylaws. Judith motioned to approve the bylaws as revised, Gretchen seconded. All committee members are in favor of adopting the bylaws as revised (attached).

Terms of Committee Members

According to the current resolution, all current members of the committee will have terms expiring December 31, 2022. As discussed at last month's meeting, committee members were all in favor of having no defined term lengths for committee members, rather than having set term limits for members. Staff will revise the resolution regarding membership and terms, and having it approved by the Board of Commissioners as necessary.

Key Goals for 2022

Having meetings on a quarterly basis was discussed at the last meeting, and the committee will move forward with that intention going forward. The committee discussed prioritizing one key long-term goal for 2022 and one short-term goal for the next meeting.

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Long-Term Goal: Community Outreach & Education – Have the ACAC start reaching out to other community members, organizations, etc. to increase participation in the committee is a key goal. Committee members liked the layout of the ACAC page on the County website and will plan to utilize it in outreach efforts. Committee members should bring ideas to the next meeting of how to increase outreach, visibility, and participation.

Short-Term Goals:

1. Utilize a business site evaluation program – committee members should bring ideas to the next meeting for potential businesses for site evaluations.
2. Create a Certificate of Participation for businesses going through site evaluation

Other Discussion Items

Gretchen clarified the application and review process for new members to apply.

Meetings from this date forward are to be held quarterly on the second Thursday in January, April, July, and October at 3:30 PM. Meetings will be held either via WebEx video or in-person at the Benton County Justice Center in the Executive Conference Room.

The meeting dates for 2022 will be:

April 14, 2022

July 14, 2022

October 13, 2022

The meeting was adjourned at 2:36 PM.