Lewiston Disability Advisory Commission
MEETING MINUTES
June 13, 2024 - 12:00 PM
Lewiston City Hall – Back Conference Room – 1134 F Street
Lewiston, Idaho 83501

Members Attending: Constance Vance, Amy Brogan, Jessica Grainger, Matthew Ruth, Mark Havens, Eric Peterson
Members Not Attending: Mike Feeney
Non-Members Attending: Hannah Liedkie, Nikki Province, Leah Burris

A. CALL TO ORDER
   a. Meeting called to order 12:04pm.

B. CITIZEN COMMENTS
   a. None.

C. DISCUSSION ITEMS
   a. None.

D. ACTIVE AGENDA
   a. MYLEWISTON APP/311 DISCUSSION
      i. Mr. Peterson provides some history on the MyLewiston app, which the City no longer has, and 311 reporting. He shows a 311 reporting app he has on his phone and demonstrates how to utilize the app to report issues. He states an actual form to use to submit issues is very hard to find and you do not always get confirmation on if work is being done following the report of an issue. Mr. Peterson states getting staff to spend money on issues and projects is a challenge. He then discusses the idea of utilizing 311 for non-emergency reporting. Chairman Vance asks if they could try to get grants for the cost of this. Mr. Peterson states you could, but it would be an ongoing cost that would need to be in the City budget. Mr. Peterson concludes his presentation with a proposal for DAC to recommend implementation of software and a mobile application for citizen reporting. Mr. Havens states this recommendation seems like it would make more sense if another entity was proposing this recommendation and DAC was just supporting it, since this idea is greater than just ADA related issues. Mr. Peterson states it would definitely improve the ability to report accessibility issues. Mr. Ruth asks how they would sell this to the greater public. Mr. Peterson states it could actually help reduce costs for the City because it would address things before they become an issue. Chairman Vance asks whose responsibility it would be to “weed through” the reports, such as any duplicates. Mr. Peterson states Artificial Intelligence could do that easily. Ms. Brogan asks how reports are assigned to various City departments. Mr. Peterson states that is already done automatically in the coding of the app. Ms. Brogan asks if calling 311 is currently an option and Mr. Peterson states no, however, it used to be. Ms. Brogan states she would

like more information about why the service was discontinued and if it was not being utilized because there was not a need for it or if it was because people did not know about it. Mr. Peterson states no advertising of the app was done so people did not know about it and many other cities utilize it. Mr. Peterson adds no funding was allocated to promoting that app prior, and there are no cost advertising options for promoting it, such as messages on utility bills. Ms. Burris reads out a message from the Information Systems Director Dustin Spooner explaining that his department is working on a citizen reporting tool very similar to what 311 does. Mr. Ruth states he would prefer to talk to Information Systems before approving Mr. Peterson's recommendation. Mr. Peterson disagrees and asks what harm would it cause to just approve the recommendation. Ms. Brogan states it would be a duplication of something that it already being worked on. Mr. Peterson states that is not true and he describes how the recommendation would support the budget for this tool. Ms. Province shares with the group that this tool is fully funded through the Information Systems department. Mr. Havens states then it sounds like the recommendation needs to be more a show of support. Mr. Ruth reiterates that he would like the Information Systems department to attend a meeting to show its capabilities as it sounds like the City is supportive of having a reporting tool. Mr. Peterson states a recommendation will still not hurt. Chairman Vance states it sounds like the program is already purchased and being supported by the City. Mr. Peterson motions to have a letter of support for Information Systems from DAC to the Mayor, Mr. Ruth seconds. Mr. Peterson makes an alternative motion that Chairman Vance communicate immediately with the Information Systems Director and the Mayor about this program next week and a special DAC meeting be held next week for the information. Mr. Ruth seconds and all members vote in approval of the motion.

b. MEETING MINUTES: Approval of May 9, 2024 meeting minutes
    i. Mr. Ruth motions to approve the minutes. Mr. Havens suggests wording changes to section 4, "there were no meeting minutes in March due to lack of quorum." Mr. Havens motions to approve the minutes with adopted changes, Mr. Ruth seconds, all members vote in favor.

E. FUTURE AGENDA ITEMS

a. Mr. Havens ask if the City is implementing AI in any way and if so, how would that benefit the disability community. He states this does not need to be for July, but for a future meeting.
b. The group discusses having IT come in July to talk about Civic Optimizer

F. COMMISSIONER COMMENTS

a. None.

G. STAFF LIASON COMMENTS

a. None.

H. ADJOURNMENT

a. Meeting adjourned at 1:10pm