

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

**June 8, 2009—Meeting III**

**Embassy Suites Hotel—3705 Spectrum Blvd—Tampa Florida 33612—813.977.7066**

*Meeting Objectives*

- ✓ To Approve Regular Procedural Topics (Agenda and Summary Report)
- ✓ To Review Draft Integration of Florida Specific Requirements
- ✓ To Discuss and Evaluate Level of Acceptability of Draft Integration into SAD
- ✓ To Discuss Project Tasks and Identify Needed Information and Assignments
- ✓ To Consider Public Comment
- ✓ To Identify Needed Next Steps and Agenda Items for Next Meeting

*All Agenda Times—including Public Comment and Adjournment—Are Subject to Change*

*Meeting Agenda*

**12:00 Welcome and Opening**

**Agenda Review and Approval**

**April 6, 2009 Facilitator's Summary Report Approval**

**Review and Discussion of Draft Integration of Florida Specific Requirements into SAD**

Review of the integration of ss.553.502-553.508 (except parking) into the 2004 ADAAG

Review of the integration of parking, ss.553.5041 and 553.511, into the 2004 ADAAG

Discussion on integration of vertical accessibility, s.553.509, into the 2004 ADAAG

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

**General Public Comment**

**Review of Workgroup Delivery and Meeting Schedule**

**Next Steps: Agenda Items, Needed Information, Assignments, Date/Location**

**3:00 Adjourn**

**Contact Information and Project Webpage**

Jeff Blair: [jblair@fsu.edu](mailto:jblair@fsu.edu) ; <http://consensus.fsu.edu/FBC/accessibility-code.html>



CONSENSUS SOLUTIONS

**2010 Florida Accessibility Code Workgroup**

Pam Darworth, Michael Elliot, Bemie Eustace, Kiko Franco, Skip Gregory, Jeff Gross, Jon Hamrick, Jack Humburg, Diana Ibarra, Julia Kates, Neal Melick, Sharon Mignardi, Bill Norkunas, Barbara Page, Ben Ritter, Larry Schneider, Jim Schock, Shelley Siegel, Randy Vann, Bob Vincent, Steve Watson, Soy Williams, and Phillip Wisely.

## **Meeting Schedule for 2009:**

February 2, April 6, June 8, and August 10, 2009.

# **OVERVIEW AND PROJECT SCOPE**

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.

## **Project Documents**

DOJ SAD, June 2008, "Proposed ADA Standards for Accessible Design".  
FACBC 2009, "Florida Accessibility Code for Building Construction".

# ACCESSIBILITY CODE WORKGROUP PROCEDURAL GUIDELINES

## **PARTICIPANTS' ROLE**

- ✓ The Workgroup process is an opportunity to explore possibilities. Offering or exploring an idea does not necessarily imply support for it.
- ✓ Listen to understand. Seek a shared understanding even if you don't agree.
- ✓ Be focused and concise—balance participation & minimize repetition. Share the airtime.
- ✓ Look to the facilitator(s) to be recognized. Please raise your hand to speak.
- ✓ Speak one person at a time. Please don't interrupt each other.
- ✓ Focus on issues, not personalities. Avoid stereotyping or personal attacks.
- ✓ To the extent possible, offer options to address other's concerns, as well as your own.
- ✓ Participate fully in discussions, and complete meeting assignments as requested.
- ✓ Serve as an accessible liaison, and represent and communicate with member's constituent group(s).

## **FACILITATORS' ROLE (FCRC Consensus Center @ FSU)**

- ✓ Design and facilitate a participatory workgroup process.
- ✓ Assist the Workgroup to build consensus on a package of recommendations for delivery to the Florida Building Commission.
- ✓ Provide process design and procedural recommendations to staff and the Workgroup.
- ✓ Assist participants to stay focused and on task.
- ✓ Assure that participants follow ground rules.
- ✓ Prepare and post agenda packets, worksheets and meeting summary reports.

## **GUIDELINES FOR BRAINSTORMING**

- ✓ Speak when recognized by the Facilitator(s).
- ✓ Offer one idea per person without explanation.
- ✓ No comments, criticism, or discussion of other's ideas.
- ✓ Listen respectfully to other's ideas and opinions.
- ✓ Seek understanding and not agreement at this point in the discussion.

## **THE NAME STACKING PROCESS**

- ✓ Determines the speaking order.
- ✓ Participant raises hand to speak. Facilitator(s) will call on participants in turn.
- ✓ Facilitator(s) may interrupt the stack (change the speaking order) in order to promote discussion on a specific issue or, to balance participation and allow those who have not spoken on an issue an opportunity to do so before others on the list who have already spoken on the issue.

## **ACCEPTABILITY RANKING SCALE**

During the meetings, members will be asked to develop and rank options, and following discussions and refinements, may be asked to do additional rankings of the options if requested by members and staff. Please be prepared to offer specific refinements or changes to address your reservations. The following scale will be utilized for the ranking exercises:

<b>Acceptability Ranking Scale</b>	<b>4 =</b> <i>acceptable, I agree</i>	<b>3 =</b> <i>acceptable, I agree with minor reservations</i>	<b>2 =</b> <i>not acceptable, I don't agree unless major reservations addressed</i>	<b>1 =</b> <i>not acceptable</i>
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## WORKGROUP'S CONSENSUS PROCESS

The Workgroup will seek to develop a package of consensus-based recommendations for submittal to the Florida Building Commission. General consensus is a participatory process whereby, on matters of substance, the members strive for agreements which all of the members can accept, support, live with or agree not to oppose. *In instances where, after vigorously exploring possible ways to enhance the members' support for the final decision on a recommendation, and the Workgroup finds that 100% acceptance or support is not achievable, final decisions will require at least 75% favorable vote of all members present and voting.* This super majority decision rule underscores the importance of actively developing consensus throughout the process on substantive issues with the participation of all members and which all can live with. In instances where the Workgroup finds that even 75% acceptance or support is not achievable, publication of recommendations will include documentation of the differences and the options that were considered for which there is more than 50% support from the Workgroup.

The Workgroup will develop its recommendations using consensus-building techniques with the assistance of the facilitator. Techniques such as brainstorming, ranking and prioritizing approaches will be utilized. Where differences exist that prevent the Workgroup from reaching a final consensus decision (i.e. with support of at least 75% of the members) on a recommendation, the Workgroup will outline the differences in its documentation.

The Workgroup's consensus process will be conducted as an open process consistent with applicable law. Workgroup members, staff, and facilitator will be the only participants seated at the table. Only Workgroup members may participate in discussions and vote on proposals and recommendations. The facilitator, or a Workgroup member through the facilitator, may request specific clarification from a member of the public in order to assist the Workgroup in understanding an issue. Observers/members of the public are welcome to speak during the public comment period provided at each meeting, and all comments submitted on the public comment forms provided in the agenda packets will be included in the facilitator's summary reports.

Facilitator will work with staff and Workgroup members to design agendas and worksheets that will be both efficient and effective. The staff will help the Workgroup with information and meeting logistics.

To enhance the possibility of constructive discussions as members educate themselves on the issues and engage in consensus-building, members agree to refrain from public statements that may prejudice the outcome of the Workgroup's consensus process. In discussing the Workgroup process with the media, members agree to be careful to present only their own views and not the views or statements of other participants. In addition, in order to provide balance to the Workgroup process, members agree to represent and consult with their stakeholder interest groups.

**PUBLIC COMMENT FORM**

The Florida Building Commission and the 2010 Florida Accessibility Code Workgroup encourage written comments—All written comments will be included in the meeting summary report.

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

*Please make your comment(s) as specific as possible, and offer suggestions to address your concerns.*

*Please limit comment(s) to topics within the scope of the Workgroup, and refrain from any personal attacks or derogatory language.*

*The facilitator may, at his discretion, limit public comment to a maximum of three-minutes (3) per person, depending on the number of individuals wishing to speak.*

COMMENT: \_\_\_\_\_

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Please give completed form(s) to the Facilitator for inclusion in the meeting summary report.