

## Web Site Committee MEETING Minutes of February 16, 2024 Held via Zoom starting at 11:32 AM

Present: Blake Roberts (Web Site Committee Chairperson and DE SILC Secretary, Sandra Farina (DE SILC Chairperson), Arte Mays (DE SILC Vice-Chair) and Elizabeth (Lizzy) Phillips (DE SILC member).

### Meeting Commencement

The meeting commenced at 11:32 AM.

### Approval of Minutes

Sandra made a motion to approve the January 19, 2024 website Committee minutes; Arte seconded. The motion carried with no opposition, questions or changes.

### Old Business

#### Spotlight of the Month

The website Committee interviewed an organization in early February 2024 for Spotlight purposes. The organization answered one question during the interview and agreed to answer the remainder in writing. Arte pointed out that how much a representative knows about an organization can affect how they answer question. Blake will follow-up with the organization next week to determine if they have answered any of the additional Spotlight questions which were submitted through email after the interview. The plan is for an article about the organization to be written and sent to the organization for their review in March 2024. Publication will occur in April.

Another organization was interviewed in December 2023. An article was written and sent to that organization's Executive Director for feedback during same month. There has been no response to date. The website Committee Chairperson sent two emails to the organization about draft Spotlight article on December 29, 2023 and January 19, 2024. Additionally, Blake attempted to connect with the organization's Executive Director using social media on February 14. During today's website Committee meeting, the Committee members present unanimously agreed to give that organization until the end of February to respond. Blake pointed out that the Committee has already waited a month and a half for article feedback. The website Committee also unanimously decided that if the organization interviewed in December 2023 does not provide feedback by the end of February 2024, the Spotlight article will be published in March as previously submitted for the organization's review. Today, Blake will inform the organization interviewed at end of 2023 about the website Committee's unanimous decisions during today's meeting.

## Acronym of the Month

The Committee members present unanimously agreed the acronym explained for February will be ILRU. Blake will write the February Acronym of the Month next week.

## New Business

### “Advocacy Corner” Tab

Sandra suggested that Blake ask a SILC member who will be departing the Council soon to write an article sharing her knowledge and experience as a disability rights advocate. The website Committee members unanimously supported the idea. Blake will email the individual today with this proposition.

### Accessibility Issue on “Resources” Tab

The accessibility issue with “Resources” tab which the website Committee Chairperson informed Sandra about previously is ongoing. Screen reader users cannot currently access the “Acronym of the Month” and “organization Spotlight” sections of “Resources” tab because a mouse is required. Sandra said that perhaps a sub-menu could be added below the Resources link. Blake responded that from his perspective, a sub-menu might solve the accessibility issue.

## Miscellaneous

Sandra said there needs to be a place on the website for public comments. This will be useful for State Plan for Independent Living feedback. The public comment plug-in has not been purchased yet. However, there is a new chat feature. This feature works for Facebook users.

An article introducing the new Executive Director and saying farewell to her predecessor is ongoing. The website Committee Chairperson has already drafted an article based on a draft received from the previous Executive Director. That document includes input from the current DE SILC Chairperson. Blake added his perspective to a new draft. Sandra will send to Blake the new Executive Director’s contribution. The three article parts need to be combined: what the new ED said, what the former Executive Director shared and what Blake and Sandra wrote. Blake will create a new article draft and share with the website Committee for feedback before publication. Sandra suggested that this article be in the “latest news” section. There was no opposition to this recommendation.

## Public Comment

Since no members of the public were present, there were no public comments.

## Meeting Adjournment

Blake made a motion for adjournment; Arte seconded. Today's website Committee meeting adjourned at 12:30 PM. The next website Committee meeting is scheduled to occur on Friday March 15, 2024 at 11:30 AM.

Respectfully submitted,

Blake Roberts, DE SILC Secretary