

**Hampton Mayor’s Committee for People with Disabilities  
Meeting Minutes  
Thursday, February 9, 2023**

The meeting was called to order by the Chairperson, Ms. Ellen Shackelford at 3:05 PM.

**Members Present (7):**

Ellen Shackelford  
Evelyn Alston  
Tyrell Mullen  
Dora Parker- Jimenez  
Venezia Jimenez  
Rev. William Anderson  
Gwendolyn Burnett

**Absent (5):**

Debbie Apperson  
Vivian Austin (Excused)  
Irene Ferrainolo  
Sharon Griffith  
Kennard Dukes

**Liaisons (2):**

Rebecca Spurrier (City Manager’s office)  
Shaeron King (Parks and Recreation)

**Guests (4):**

LaVerne Johnson  
Shirley Nettles  
Teisha Still  
Makla Howe

The minutes for January 12, 2023, were handed out, and with no corrections, were accepted.

**Hampton Mayor’s Committee  
For People with disabilities  
Treasurer’s Report FY23**

Beginning Balance January 01, 2023	\$54, 209.85
Credit:	\$00.00
Debit:	\$00.00
Ending Balance: January 31, 2023	\$ 54, 209.85

Respectfully submitted,

Gwendolyn Burnett, Treasurer

Dora Parker-Jimenez moved, and Tyrell Mullen seconded that the treasurer’s report be approved.  
The motion carried.

Foundation Treasurer’s Report:

LaVerne Johnson reported on the financial status of the Foundation. Because the foundation has been dormant, the bank was deducting fund for inactivity. The total sum to date was \$240.00. After being contact by the city Manager’s office, the bank returned the deducted funds. As of January 31, 2023, the balance in the Foundation bank account is \$10, 282.77. However, since the Foundation needs to be reinstated, the funds are not available.

**Awards Luncheon Report:**

Tyrell Mullen reported on the information gathering meetings held by the Luncheon Committee. The needs were determined and what city officials would be invited. The committee discussed a possible venue, but no decision has been made. The suggestion was made to have boxed lunches as opposed to a sit-down meal, four places were suggested. A timeline was presented, but until we get more information, it can’t be finalized. Ms. Spurrier offered to make a checklist so that we know exactly what needs to be completed.

**Liaisons Reports:**

**City Manager’s Office** - Rebecca Spurrier reported that on 15 Feb 2023, the Community Plan Steering Group will hold a discussion on the Vision and Goals for Hampton. She will send the time and place in an email. She also stated that the city is working on the budget. All Hampton residents are welcome to attend the discussions to see what the city is planning.

**Parks & Recreation Department** - Ms. King reported that the Valentine’s Dance is this Saturday, 11 Feb. 2023 from 6:00 PM – 8:00 PM. Also, on Sunday 12 Feb 2023, Special Olympics will host the Basketball Tournament at Boo Williams Sportsplex from 9:00 AM – 2:00 PM. There will be 4 teams from Hampton competing. 1 full court team and 3 half court teams. Registration for Spring Break Camp will begin 1March 2023, and registration for Summer Camp will begin 16 April 2023.

**Subcommittee Report(s):**

**Accessibility** - Ellen Shackelford reported on a concern from a resident about the travel distance from the parking lot to the Crumble Cookie establishment. She found out that it is a private company. She has a call in to 311 to see what can be done. Ms. Spurrier suggested that she call Jason Mitchell, Director of Public Works for assistance. There is a gash in the parking lot of the Ruppert Sargent Building that could potentially cause a wheelchair, cane, etc. to get stuck and cause a fall. She will contact 311 to report this as well.

Ms. Shackelford noticed that the signage in the Cracker Barrel parking lot still reads Handicapped parking instead of Reserve Parking. Other cities have changed their signs and she asked what the next steps would be for Hampton to do the same. The button to open the door

coming into the City Hall building was not working today. She encouraged the committee member to speak up if they noticed something that needs to be fixed.

**Newsletter Mailing/Communication:**

Rev. Anderson contacted the State Commission concerning the Foundation's Status. They could not find the name or the foundation number. They suggested that he contact the City Attorney's office since they originally set the foundation in place. He needs the official name and the number that was used to establish the foundation. These items are needed to reinstate it. Rev. Anderson spoke with Robin McCormick, from the Marketing Department, to see if the committee could create a Facebook or Instagram page. She said we could. Rev. Anderson will ask Ms. McCormick if Marketing can assist us with posting content on Facebook and our Hampton.gov website. The committee discussed the question of whether we wanted to continue mailing the newsletter or posting it on our Facebook page. Currently, we pay \$290 per year bulk mail fee to mail them and a return mail fee if the addresses are incorrect. In addition, we pay a fee to a printing company to have it printed and put together. The bulk mail permit expires February 19, 2023 and the fee will need to be paid. We have money on file because we haven't mailed any letters out because of the pandemic. We can request a reimbursement for those funds from the post office.

Mrs. Jimenez moved that we no longer use bulk mail and disseminate the newsletter via Facebook and the website. Rev. Anderson seconded and the motion carried. Gwen Burnett will get the reimbursement form from Mail Tran, the bulk mail technician and cancel our permit.

**The meeting was adjourned at 4:03PM**

**Next meeting: Thursday, March 9, 2023**