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**City of Melrose Commission on Disability (MCOB)
Meeting Minutes**

Meeting Date: March 11, 2026

Commissioners Present:

Garin Boyd (Secretary)
Gary Hale (Chair)
Erin Ryan Heyneman
David Hoff (Vice Chair)
Margaret Sheets
Matthew Travers

1. Call to Order

Commission Chair Hale called to order the regular meeting of the Commission on Disability at 7:02 PM. At this time Commission Chair Hale recognized the Melrose City Council reappointment of Vice Chair Hoff, Secretary Boyd and Commissioner Sheets for three year terms.

2. Public Participation

Kelly Surabian, Melrose resident introduced herself to the Commission and indicated that she would like to know of volunteer opportunities for participation.

3. Approval of minutes from last meeting

A motion to approve February meeting minutes was made by Commissioner Sheets and seconded by Vice Chair Hoff. The motion was unanimously approved.

4. CODA/State Updates

Chair Hale and Vice Chair Hoff attended the CODA meeting this month. Discussion at CODA centered on building variances that come from the city and ADA requirements. In addition, snow removal and web accessibility were topics at CODA. DPC is still working on getting the "Wheelchair Repair Bill" passed. The Melrose Commission could consider writing a letter of support.

5. SEPAC

No Updates from SEPAC this month.

6. Melrose HR portal accessibility

Commissioner Travers had a meeting with Jeff Coburn of ICI on Friday to discuss website accessibility and portal for Melrose public school employees. Commissioners discussed Lighthouse and other website accessibility tools.

7. Community Education Guide distribution

500 copies have been printed.

8. High School work experience initiative

Commission Chair Hale and Vice Chair Hoff attended a Chamber breakfast to meet with business partners. A survey for businesses to provide work information and experience for SPED students at the High School went out Friday, March 6th and there have been six responses so far from community businesses. Roxanne Wilson, SPED Director at the High School, will keep us updated on responses and progress.

9. MOD/ADA Grant

DPW will be conducting most of the work funded by the grant during the April school vacation.

10. Disability Pride Events

Commissioner Sheets gave an update regarding July Disability Pride month planning. Still focused on potentially having a disabled artist show for July at the Melrose Library. Commissioner Sheets is going to send an email to the Library and FYACS to coordinate, and will request funds for the mural this year.

11. Election of Officers

Elections took place and this the slate:

Commission Chair: Gary Hale, nominated by Heynman, seconded by Hoff.

Vice Chair: David Hoff, nominated by Sheets, seconded by Heyneman.

Secretary: Garin Boyd, nominated by Hoff, seconded by Sheets.

All three officers were elected unanimously.

12. Other Business

- The Creative Alliance Summit is happening April 11th. The Community Education Guide will be on the agenda.
- Commissioner Sheets discussed the survey from the Melrose Municipal Climate Change Coalition and requested Commissioners' assistance in distribution. The due date for submitting surveys is 3/20/26.

13. Adjournment

Meeting adjourned, motion made by Vice Chair Hoff, seconded by Commissioner Sheets. The motion was passed unanimously.

Meeting minutes submitted by Garin Boyd, Melrose Commission on Disability Secretary.