

OHIO DEVELOPMENTAL DISABILITIES COUNCIL

Plain Language Subcommittee Committee

July 13, 2017
Crowne Plaza
Columbus, Ohio

MEMBER

PRESENT

Linda Kunick
Mary Jo Mace Woodburn
Essie Pederson
James Plasencia
Mark Seifarth

X
X
X
X

MEMBER

PRESENT

Marci Straughter
Kimberly Stults
Jeffrey Turner
Mindy Vance
Sue Willis, Chair

X
X
X

STAFF PRESENT

Leslie Paull
Carla Cox

GUESTS PRESENT

Deb Tackett

I. CALL TO ORDER

A. Sue Willis, Chairperson, called the meeting to order at 6:00 PM.

II. SUBCOMMITTEE PURPOSE AND PLAN

A. Maryjo Mace Woodburn gave an introduction on Easy Read to the members and provided information on the work DODD has done in this area.

B. Members reviewed the How to Run a Meeting document and the reason this subcommittee was formed.

C. Members discussed potential ideas to help members participate more actively on council:

1. A mini dictionary to help council members with words such as capacity building, stakeholders, etc.
2. Revise Council documents such as Responsibilities of a Council Members, Missions Statements for committees, Council Application, Agendas
3. Provide tips to write in Plain Language
4. Symbol dictionary be developed.

III. ADJOURNMENT

A. Sue Willis adjourned the meeting.