

## Agenda: Adult-Size Changing Facilities Technical Advisory Group Meeting #1

Date: Tuesday, July 18, 2023

Time: 9:00 AM to 11:00 AM

Location: **In person/WebEx/Phone**

- **In person:** Washington Room, DLI, 443 Lafayette Road No., St. Paul, MN 55155
- **WebEx**
  - **Attendees:** Registration is required. Click [Here](#) to register (if joining from a computing device/WebEx Smartphone app)
  - **TAG members (panelists/speakers):** Contact [amanda.spuckler@state.mn.us](mailto:amanda.spuckler@state.mn.us) or join meeting as attendee and send chat message to host
  - To participate by telephone, at the date and time listed, call 1-855-282-6330 and enter access code: **2499 783 2935#, webinar password 93674733#**
- Visit the Department's website for meeting information and materials:  
<https://www.dli.mn.gov/about-department/boards-and-councils/adult-sized-changing-facilities-technical-advisory-group-tag>

### Call to order

1. Announcements/Introductions
2. WebEx Instructions/procedures

#### **Participant and chat functions – Raise your hand before speaking**

- Click on “Participants” and “Chat” at the bottom right of your screen. Panels will open on the right side of your screen.
- Click the hand icon next to your name to signal you would like to speak; click it again to turn it off (\*3 by phone).

#### **DLI staff members, TAG members and presenters (panelists)**

- All are able to mute and unmute their microphones.
- Click the hand icon to indicate you wish to speak. If the host or TAG leaders say your name, unmute yourself and state your name before speaking. Click on the hand icon again to turn it off

#### **Members of the public (attendees)**

- Able to hear everything, but can speak **only** if public input is requested, at which time the host will unmute your microphone.
- Only the host can receive chat messages. For technical assistance, send the host a chat or email message: [amanda.spuckler@state.mn.us](mailto:amanda.spuckler@state.mn.us).

## Agenda Items

1. Overview of the Data Practices and Open Meeting Laws – Jeff Lebowski
2. Introduce Technical Advisory Group Members – Karen Gridley  
Meeting Procedures – Karen Gridley
3. Review Draft Language – Karen Gridley and TAG members
  - Any Code Change Proposals received will be reviewed as time permits.
4. TAG member assignments for next meeting
6. Adjourn

Next Meeting: August 1, 2023