



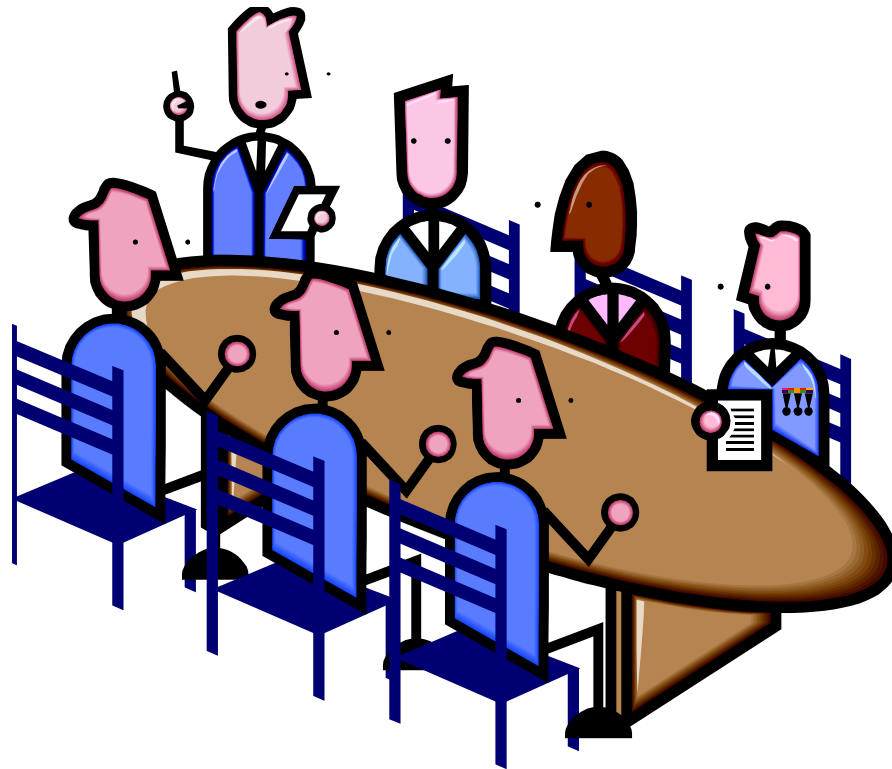
MIAMI-DADE
FAWL

Diversity & Inclusion: Accessibility Planning for Meetings and Events

Voluntary Bar Leaders Conference
July 10-11, 2015
Eau Palm Beach Resort & Spa

CREATE AN ACCESSIBILITY COMMITTEE

Designate an ADA Coordinator



INCLUDE ACCOMMODATION LANGUAGE IN WRITTEN ANNOUNCEMENTS:

- “If you are a person with a disability and may require accommodation to fully participate in this event, please contact (designee) to request an accommodation at (phone number) or (e-mail).”



CALL TO ACTION DIVERSITY SUMMIT November 7, 2014
11:30 a.m.—1:30 p.m.
Hampton Inn & Suites Miami
50 SW 12 St, 6th Flr
Miami, Florida 33130
FREE



Miami-Dade FAWL, the Dade County Bar Association, and Disability Independence Group, Inc. are hosting a Call to Action Diversity Summit to educate voluntary bar associations on how to implement protocols and develop best practices for persons with disabilities to participate in bar-related activities. Each bar organization is strongly encouraged to send a representative to learn about the various steps that need to be taken to promote programming that welcomes attorneys with disabilities.

CLE credit will be provided.

Please RSVP at <http://goo.gl/iqrMWQ> by October 31, 2014

S P O N S O R S



If you are a person with a disability and may require accommodation to fully participate in this event, please contact Stephanie N. Moot to request an accommodation at (305) 539-3373 or stephanie.moot@klgates.com.

IDENTIFY RESOURCES FOR PERSONS WITH DISABILITIES

- U.S. Legal Support → Real-time captioning
- Florida Registry of Interpreters for the Deaf → Interpreters



IDENTIFY RESOURCES FOR PERSONS WITH DISABILITIES

- Video relay service - video
- Telecommunications relay service - text



AIM TO HAVE EVENT ON THE FIRST FLOOR

- Elevator if event is not on the first floor



CONSIDER VENUES THAT WELCOME PERSONS WITH DISABILITIES AND RECOGNIZE THEIR NEEDS

- Provide designated accessible parking and restrooms



OPEN TO COLLABORATION

- Table settings
- Table configurations
- Stage set-up



High Top Tables: DO's and DON'Ts



Table Configuration: DO's and DON'Ts

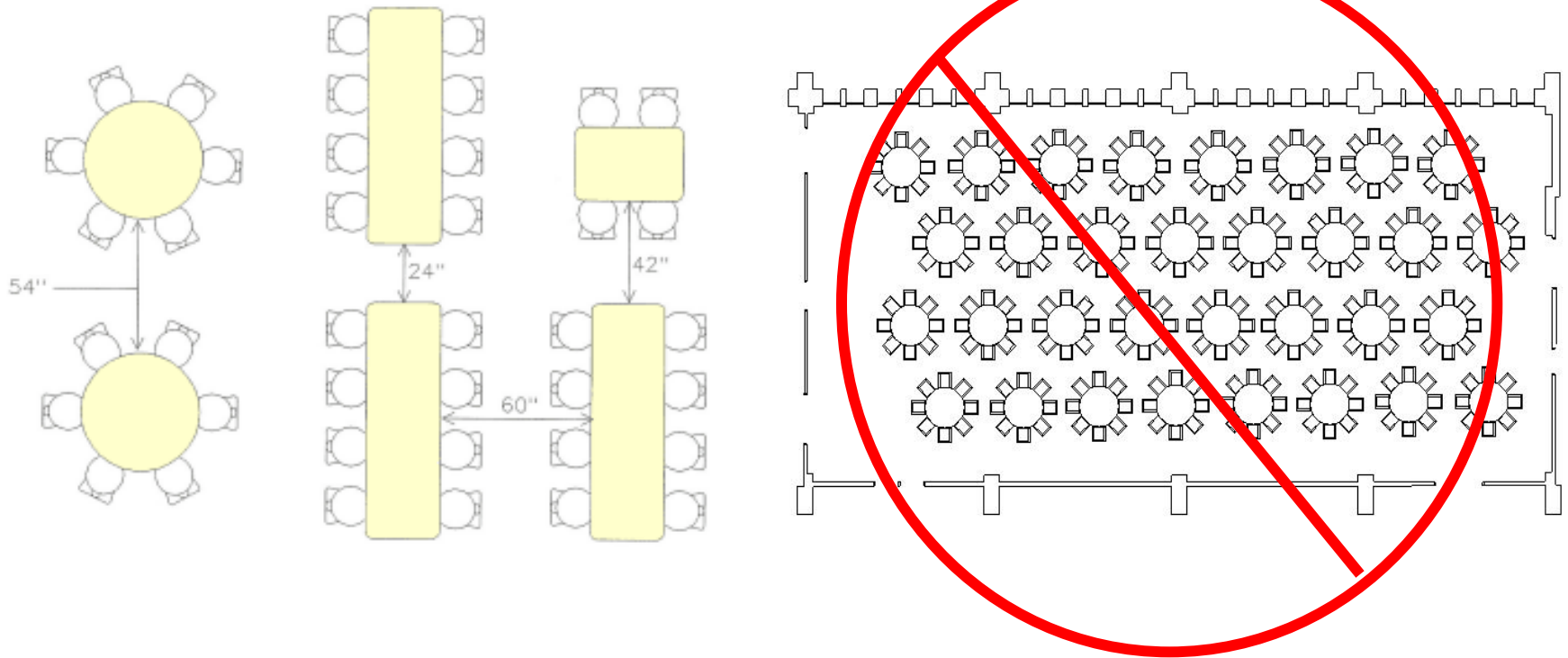


Table Heights



www.bizbash.com

Stages: DO's and DON'Ts



www.rentalcompare.com



www.weiku.com

Questions?

