

I want to welcome you to the 2018 Annual Conference of APA. It has been a great year for our association, and I look forward to seeing each of you over the next three days.

My theme for the year was – Access the Future. So, my question is, can we Access the Future? While time travel is not a reality, we can project what the future holds, not only for APA, but for each member involved. Two years ago, I was approached by some APA members from Texas about their concerns with dealings they had with the RAS oversight agency. I advised the small group that I would see what we could do when I had the opportunity to visit with now TDLR Executive Director, Brian Francis and discuss these concerns. Let me be very clear, we have great respect for Brian and the challenges he faces at the department. Over the past two years, Past-President Peter Grojean and I have met multiple times with TDLR to discuss APA's concerns about the RAS program. Earlier this year, new rules for the program were put in place and the department is working on an online system that will impact the way we do work in a positive way. New RAS procedures should be in place sometime next year. We may not have accessed the future, but certainly APA has impacted the future!

We are seeing our association grow to a national organization and each member is important to this association. If you are not active in some way, I encourage you to get involved with a committee during our annual meeting. We really need each one of you to participate.

Enjoy the conference, and we know you will get value from every course you take – along with your continuing education. Remember that we CAN control the future by what we DO today.

Sincerely,  
Carroll Lee Pruitt  
FAIA, 2018 APA President

## 2017 Annual Report

### Thank You

#### 2017 Board of Directors

**Carroll Pruitt**, President  
**Jack McClellan**, President-Elect  
**Tom Ellis**, Secretary  
**Clark Teel**, Treasurer  
**Jimmy Bell**, Board Member  
**Sharon Massey**, Board Member  
**Paul Glenn**, Board Member  
**Peter Grojean**, Past President

#### 2017 Committee Chairs

**Jack McClellan**, APA Specialist Program  
**Mark Morley**, Communications  
**Kim Goss & Jim Terry**, Education/Events  
**Paul Glenn**, Exhibitors/Sponsors  
**Jimmy Bell**, Jim Boyce Scholarship  
**Peter Grojean & Carroll Pruitt**, Legislative/Legal  
**Jessica Hamm**, Membership/Marketing  
**Kim Hooker**, Technical Standards

### Welcome

#### 2018 Board of Directors

**Jack McClellan**, President  
**Sharon Massey**, President-Elect  
**Tom Ellis**, Secretary  
**Clark Teel**, Treasurer  
**Robin Roberts**, Board Member  
**Stacey Brewer**, Board Member  
**Paul Glenn**, Board Member  
**Carroll Pruitt**, Past President

#### 2018 Committee Chairs

**Jack McClellan**, APA Specialist Program  
**Mark Morley**, Communications  
**Kim Goss & Jim Terry**, Education/Events  
**Paul Glenn**, Exhibitors/Sponsors  
**TBD**, Jim Boyce Scholarship  
**Peter Grojean & Carroll Pruitt**, Legislative/Legal  
**Marcela Abadi Rhoads**, Membership  
**Donald Bloom**, Marketing Task Force  
**Kim Hooker**, Technical Standards

### Contact Us

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APA's Vision and Mission are continually advanced by the efforts of our volunteer Board of Directors, Committees and Membership to achieve our strategic objectives. Vision, Mission and Strategic Plan are all available on [www.accessibilityprofessionals.org](http://www.accessibilityprofessionals.org).

### Board of Directors

On behalf of APA members, the Board guides the organization and achieves desired results within approved budgets. This year we:

- Developed an additional Exam option – Large Assembly Areas which will be offered at the 2018 Annual Conference. They refined the test questions for APA-ADA Specialist Designation for those without the required prerequisite certifications. ADA-TAS Training and Exam was first offered at the 2017 Annual Conference. Testing was also offered at the San Antonio regional.
- Updated the Mission and APA Strategic Plan (March) in order to provide focused direction to the organization
- Continued “re-branding” the organization via updated marketing materials, partnership development and website to promote our members and organization nationally
- Continued operational and budget oversight
- Provided board liaisons to each APA committee and task force
- Continued ongoing support and development of the Jim Boyce Scholarship Fund
- Utilized legal reviews and insurance coverage as needed to protect the organization
- Renewed organizational management services with KWPM per contract
- Approved and budgeted for AIA 2018 Conference in order to further promote the services of our members
- Continue to investigate options to expand our services to members and increase our revenue sources

### Education & Events Committee

(Co-Chairs: Kim Goss, Jim Terry)

APA continued to maintain and improve its education services for Texas RASs, AIA Members, ICC Members, ADA Coordinators, and other Design Professionals by focusing on CE Training at the 2017 Annual Conference, three Regional Trainings, AIA Training and the 2018 Annual Conference. This year we:

- Added CE Credit for ADA Coordinators (ACTCP Foundation) to the 2017 Annual Conference
- Provided over 3020 hours of TDLR, AIA and ICC approved CE Units of training
- Conducted two Regional Training Meetings/Webinars to reach members and guests closer to their home-base
- Utilized AIA approved classes given by our members to reach out to individuals outside our membership. Conducted 18 various sessions

- Planned break-out sessions for the 2018 Annual Conference to provide a range of courses for the novice to the experienced Accessibility Specialist
- Surveyed members following each training in an effort to continually improve programs
- Worked with other APA Committees to improve, coordinate, and promote programs
- Reached out to National ADA providers, such as the ADA Symposium to expand membership training and marketing opportunities
- Continued to promote APA training through expanded contact lists
- Planned the 2018 APA Annual Conference to include diverse group of subjects, tracks and experts

### Exhibitor & Sponsor

(Chair: Paul Glenn)

This committee brings in exhibitors to provide our Conference Attendees with exposure to new products, tools and concepts, as well as bring revenue to APA via exhibitor and sponsor fees. This year we:

- Registered 14 Exhibitors and Sponsors for the 2017 APA Annual Conference

### Legislative & Legal Committee

(Co-Chairs: Peter Grojean, Carroll Pruitt)

Interfacing with TDLR and the Legislature remains one of APA's most important functions. This year we:

- Monitored/reviewed state and national legislative bills that would impact our members
- Met with TDLR to provide APA input regarding the proposed RAS Procedures
- Represented our members and testified at the Architectural Advisory Committee Meeting in Austin
- Continued to support our membership as it relates to TDLR enforcement and application of administrative penalties to assure equitable enforcement amongst RASs

### Communications

(Chair: Mark Morley)

The committee is responsible for the quarterly APA newsletter and reviews the effectiveness of all APA communications tools. Acting as the “gatekeeper”, we support other committees, as needed, with communications. This year we:

- Produced Quarterly newsletters
- Reviewed, updated or improved all website pages
- Updated Member Logo to reflect coming year
- Proofed all outgoing communications

# 2017 Annual Report

## Technical Standards

(Chair: Kim Hooker)

This committee's goal is to provide a technical resource library of FAQs, assist in resolving technical inconsistencies by maintaining a Forum on our website, and give input on regulations affecting the industry. This year we:

- Published four new FAQs
  - a. Alterations Affecting Primary Function Areas, Floor
  - b. What Constitutes a Fixture
  - c. Stair Signage
  - d. Emergency Calling Devices
- Provided a Tech Talk Session at the Annual Conference
- Continued improvement of the Forum

## The Membership Directory features a search tool. This is an exciting Member Benefit.

Anyone wishing to Hire an Accessibility Professional, can search many new fields related to skill sets. In order for you to provide an accurate picture of your services, you must go to your Member Profile and update your information and interests. Interested parties looking to hire a *Specialist*, will not be able to find you unless you have updated all your "interests."

Process to update your Profile:

- Login
- Click on you name in the top right corner
- Click on Profile. Is everything correct? Have you written a description?
- Click on Interest Tab
- Check all items that apply to your services
- Click the save button

## Membership & Marketing Committee

(Chair: Jessica Hamm)

The Membership & Marketing Committee is responsible for the plans and actions used to communicate with and retain current Members, welcome new members, reconnect with dropped members and recruit potential new members. These new members may be TX RAS, TX Non-RAS, out-of-state and even international individuals and organizations. Additionally, we want to promote members and APA to the building and accessibility industry. This year we:

- Researched and began SEO improvements to website
- Produced a How To Update Member Profile video
- Updated all member materials and web pages
- Welcomed and Made 32 new member emails sent/calls

- Presented at TDLR Academies 4 times
- Sent 34 recruitment letters to new TDLR grads
- Posted 47 Social media posts
- Have 113 Social media followers on Facebook, 538 on LinkedIn

## Jim Boyce Memorial Scholarship

(Chair: Jimmy Bell)

Since 2010, APA has awarded select design students the Jim Boyce Memorial Scholarship (JBMS) for their dedication and interest in promoting accessibility in their future careers, in honor of Jim Boyce and other former APA members. We email informational materials, and a link to our website, regarding the scholarship each fall to scholarship sites around the United States. Applications are due end of March and the Committee selects 1-2 recipients in April. Funds are raised via a summer campaign, membership online renewal and a Silent Auction held at each APA Annual Conference. This year we:

- Raised \$3,277 at 2017 Silent Auction
- Awarded 2 Scholarship(s) at \$1,500 = \$3,000
- Raised \$1,005 via the Fundraising Campaign and the Membership Renewal process
- Updated and Sent out application materials for 2018 – NOW NATIONAL and online only

Budget Estimates:	2017	2018	2017 Balance Sheet as of December 31.
Training Revenue	\$66,370	\$77,700	
Membership Dues	\$43,482	\$50,175	Total Current Assets
Other	\$5,055	\$7,025	\$136,351
Jim Boyce Scholarship	\$4,282	\$4,000	Total Current Liabilities
<b>Total Revenue</b>	<b>\$119,189</b>	<b>\$138,900</b>	\$43,361
Professional Management	\$63,400	\$65,800	Total Equity
Non-Personnel	\$8,709	\$10,796	\$92,990
Committee Expense	\$6,878	\$14,175	Jim Boyce Scholarship Fund
Training Expense	\$31,566	\$37,940	\$7,272
Jim Boyce Scholarship	\$5,447	\$3,000	
<b>Total Expenses</b>	<b>\$116,000</b>	<b>\$131,711</b>	

## Download your 2018 Member Logo:

Visit [www.accessibilityprofessionals.org](http://www.accessibilityprofessionals.org). Login as prompted. In the blue sidebar menu, click on Members Only and Member Logo. Choose the appropriate logo and right click to download logo to your desktop using save as.



**APA Vision Statement:** A national association of professionals with knowledge and expertise in pursuit of compliance with accessibility regulations related to the built and physical environment.

**APA Mission:**

- Support membership needs and organizational growth
- Enhance professional development
- Actively promote the services provided by our members
- Hold our members to a high standard of professionalism and ethics
- Facilitate consistency in the application of accessibility regulations
- Present a unified voice in our industry
- Actively participate in the development, interpretation and adoption of accessibility regulations
- Promote the value of certified accessibility specialists and consultants

**APA vision and mission will be achieved by focusing the efforts of our Board, committees, and membership as follows:**

**A. Objective: Support membership needs and organizational growth**

1. (Membership benefits) Investigate and facilitate the provision of various benefits to our members
  - Provide resources (i.e. technical forums, website, job postings, product information)
  - Look into best practices in other national organizations as a guideline
2. (Membership participation) Encourage active participation by all APA members
  - Provide social fellowship and networking opportunities
3. Support development of regional chapters

**B. Objective: Enhance professional development**

1. (Continuing education) Provide accredited continuing education training for various professional industry licensing
  - Determine appropriate course topics and our body of knowledge
  - Establish means of delivery and frequency of offerings
  - Establish standards for presentations and monitor for quality
  - Select presenters
  - Develop an Accessibility Academy
    - Develop Modules on an annual basis that lead to this goal
2. Establish and implement APA advanced certification for members
  - Research comparable certifications for other professions
  - Implement and oversee the certification process
  - Provide specialized certification by project type

**C. Objective: Actively promote the services provided by our members**

1. Search for opportunities to promote APA through other organizations and/or speakers bureau
2. Promote further use of graphics standards (APA logo on business cards, email, APA after member names)
3. Website and social media

**D. Objective: Hold our members to a high standard of professionalism and ethics**

1. Promote the APA ethics policy

**E. Objective: Facilitate consistency in the application of accessibility regulations**

1. Provide CE courses certified by appropriate organizations
  - Accessibility CE training
  - Specialized training by building type and/or regulation
2. Round table discussions on “Best Practices”

**F. Objective: Present a unified voice**

1. Establish and maintain a strong relationship with US Access Board, ADA Centers, ICC, TDLR/AB and other jurisdictional authorities as well as codes and standards promulgators

**G. Objective: Actively participate in the development, interpretation and adoption of accessibility regulations**

1. Monitor comment periods and provide input on development of accessibility codes and standards, and attend Access Board and ICC code hearings as appropriate
2. Promote the appointment of APA members to code review boards (ICC, Access Board, AB Advisory)

**H. Objective: Promote the value of accessibility specialists**

1. (Legislative outreach) Educate public policy makers to seek out and consider the opinions of APA members on key issues affecting accessibility
  - Identify the key public policy makers
  - Monitor the political environment as appropriate
2. (Educational outreach) Educate members of allied organizations, civic groups and building industry about the regulatory requirements for accessibility in the built and physical environment
  - Identify industry groups and associations
  - Develop and implement programs and outreach methods

**AIA/CES Instructor Program Expanded for APA Members**

APA members may now provide AIA/CES approved training. This is a great service to your clients and an excellent marketing tool for you! For approved instructors delivering AIA/CES approved courses, APA will directly report AIA/CES credit on behalf of any AIA member architects who attend – a win-win for you and your clients. This year we expanded the program to allow more instruction options. For more information on becoming an approved AIA/CES Instructor, please visit the APA website “Be an AIA Instructor” section, or contact [executivedirector@accessibilityprofessionals.org](mailto:executivedirector@accessibilityprofessionals.org).