

ADA Actions and Updates (2018-2020)

Alachua County

Training:

- Trained 130 individual users (Training sessions are 1.5-2 hours long)
- Training covered accessibility with PDFs, using Adobe Acrobat Pro, Word Documents, Excel Spreadsheets, and PowerPoint Presentations
- Worked with Diane Jacques at ODT to produce 17-part video training series on SkillPort (https://alachuacounty.skillport.com/skillportfe/main.action?path=summary/LP/lp_CreatingaccessiblePDFs)
- These are referenced on the Alachua County Intranet along with helpful documents, and the documents used during trainings (<https://intranet.acbocc.us/departments/ITS/Pages/ADA.aspx>)

Departments Trained:

- Advisory Board Liaisons
- Animal Services
- Clerk's Office
- Commission Office
- Communications
- County Attorney
- County Manager
- Court Services
- CSS
- EO
- EPD
- Fire Rescue
- Human Resources
- ITS
- Leadership Group
- ODT
- OMB
- Parks & Conservation Lands
- Public Works
- Purchasing
- Risk Management
- Tourism

Website Changes:

- ITS implemented SiteImprove on 11/2018, which provides reports for ADA compliance. Initially ITS improved the website score to above 85% compliance, this was from the

removal of over 4,000 PDFs and overall fixing of content and images on the website. Our score is 65% now, mainly due to not compliant PDFs being added to the website.

Website content and graphics still remain complaint. Maps on the website are traditionally troublesome and generally out of scope of compatibility.

- ITS moved BoCC meeting minutes/agendas/etc, ordinances and resolutions to the Intranet in late February 2019.
- In March 2019 Site-wide document publishing workflows were changed to require ITS sign-off on all new documents posted to the website.
- Search was removed from the website in March 2019, this has not been added back.
- Removal of links to documents started in April 2019, with whitelist exclusions (this allows links to show up regardless of compliance). This is still in effect.
- Site-wide document removal was done in April 2019. Non-compliant documents can only be added to the website with a memo signed by the County Manager.
- ADA Compliant folders were created and excluded from the link-removal code in June 2019. Any documents added into the ADA compliant folders will show up on the website.
- December 2019-January 2020, auto generated PDFs for Hazmat Documents were updated to be fully compliant correcting thousands of Hazmat documents.
- In July 2019 ITS made significant changes to the main website navigation menu that raised the compliance score by 15 percent.
- ADA language was added to the website in November 2018. This language is included at the bottom of each website page and directs users to a specific page (<https://alachuacounty.us/Depts/EO/Pages/Website-Accessibility.aspx>) that details the BoCC ADA procedure and policy.

Transcript and Video Captioning:

- Granicus captioning is provided by Florida Captioning (transcripts available by request).
- YouTube, YouTube has built in captioning tools for videos that are uploaded.
- Facebook captioning on uploaded videos, lived stream captioning is provided by Florida Captioning
- Audio-only files are provided during via live streaming and on-demand for past meetings.

Sample Web Page with Reading enabled:

Sample link below is an example of an automated website plug-in that will add real-time features for ADA compliance. Plug-in was developed by Userway.

<https://alachuacounty.us/depts/its/pages/test.aspx>

Information Provided by Other Florida Counties

Leon County

Leon County ADA disclaimer: <http://cms.leoncountyfl.gov/Home/AccessibilityPolicy/ADA-Accessibility-Policy>

- Uses website scanning software to help determine ADA faults.
- Uses an agenda template for ADA compliance.
- Follows ADA best practice for social media (tagging photos with appropriate information for posted images).
- Utilize transcription services for commission meetings.
- Video transcript services are provided by Rev (www.rev.com) for \$1 a minute.

St. Lucie County

- Uses website scanning software to help determine ADA faults (www.siteimprove.com).
- Restricts users from uploading images and PDFs.
- Requires user to take ADA training.
- Provides Adobe Acrobat Pro (Adobe Acrobat Pro provides built in ADA compliance checks).

Feature	Alachua	Leon County	St. Lucie County
ADA Website Monitoring tool	✓	✓	✓
Website and Document Publishing ADA Training	✓	✓	
Legal Disclaimer and Accommodation Notice	✓	✓	✓
Written and Viewable ADA Procedure and Policies	✓	✓	
Website On-Demand ADA features and Screen Reading Technology	✓		
Video Transcript Services	✓		✓
Video Captioning Services	✓	✓	
Audio-only Versions of Video	✓		
Social Media Image and Content Tagging			✓
Uses ADA Agenda Template for Meetings			✓
Restricts Content and Document Publishing to Trained Employees	✓	✓	
Final Step Approval of all Content	✓		

*This information only contains information regarding what each County directly reported. The listed Counties may offer more services than listed here.